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ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

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IMPORTANT: Mark all packages and papers with contract and/or order numbers. DATE OF ORDER CONTRACT NO. ORDER NO. EP-C-12-055 0008 07/24/2013 ITEM NO. SUPPLIES/SERVICES QUANTITY UNIT AMOUNT QUANTITY ORDERED ACCEPTED (f) (a) (e) (a) Admin Office: CPOD US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268 Period of Performance: 07/24/2013 to 06/30/2014 0001 Provide services in accordance with 99,995.77 attached Performance Work Statement entitled, "2013 Watershed Academy and Communications Support." This task order award is a result of RFP PR-OW-13-00286 (2013-020). Level of Effort: 1084 The government will make provisional fixed fee payments on the basis of percentage of work completed. For CPFF-term-type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered. Accounting Info: 13-14-B-87FL-202BD4X25-2505---1387LE30 03-001 BFY: 13 EFY: 14 Fund: B Budget Org: 87FL Program (PRC): 202BD4X25 Budget (BOC): 2505 DCN - Line ID: 1387LE3003-001 Funding Flag: Complete Funded: \$50,000.00 Accounting Info: 13-14-B-87FL-202BD4XUW-2505---1387LE30 03-002 BFY: 13 EFY: 14 Fund: B Budget Org: 87FL Program (PRC): 202BD4XUW Budget (BOC): 2505 DCN - Line ID: 1387LE3003-002 Funding Flag: Complete Funded: \$5,000.00 Accounting Info: 13-14-B-87EJ-202BD4X22-2505---1387LE30 03-003 BFY: 13 EFY: 14 Fund: B Budget Org: 87EJ Program (PRC): 202BD4X22 Budget (BOC): 2505 DCN - Line ID: Continued ...

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ORDER FOR SUPPLIES OR SERVICES **SCHEDULE - CONTINUATION**

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IMPORTANT: Mark all packages and papers with contract and/or order numbers. DATE OF ORDER CONTRACT NO. ORDER NO. 0008 07/24/2013 EP-C-12-055 ITEM NO. SUPPLIES/SERVICES QUANTITY UNIT UNIT AMOUNT QUANTITY ORDERED PRICE ACCEPTED (d) (e) (f) (g) (a) (b) (c) 1387LE3003-003 Funding Flag: Complete Funded: \$5,000.00 The Government will make provisional fixed fee payments on the basis of percentage of work completed. For CPFF-term type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered. 0002 Option Period 1- Provide services in accordance with attached Performance Work Statement entitled, "2013 Watershed Academy and Communications Support." This task order award is a result of RFP PR-OW-13-00286 (2013-020). Level of Effort: 1055 The government will make provisional fixed fee payments on the basis of percentage of work completed. For CPFF-term-type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered. (Option Line Item) 05/02/2014 0003 Option Period 2- Provide services in accordance with attached Performance Work Statement entitled, "2013 Watershed Academy and Communications Support." This task order award is a result of RFP PR-OW-13-00286 (2013-020). Level of Effort: 1030 The government will make provisional fixed fee payments on the basis of percentage of work completed. For CPFF-term-type task orders, percentage of work completed is the ratio of direct labor hours performed to the direct labor hours ordered. (Option Line Item) 05/02/2015 Continued ...

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ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

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PERFORMANCE WORK STATEMENT TSAWP Multiple-Award Contracts EP-C-12-055 Task Order 0008

Watershed Academy and Communications Support

A. BACKGROUND

This task order provides support for EPA's Watershed Academy (see www.epa.gov/watershedacademy) that has been a focal point in EPA for promoting implementation of watershed approaches since 1994. The task order will help support Watershed Academy Webcasts/Webinars and live training as well as development of online Web-based modules and the preparation of other watershed-related outreach/tech transfer documents/multimedia products. Task Order support will also include providing communications support for other water/watershed related issues.

For the base period and each option period, the contractor shall carry out several tasks related to the development of training and outreach materials for the Watershed Academy and as well as other communications/outreach support activities to promote protection and restoration of watersheds. This task order includes activities of low to moderate technical complexity, involving transforming watershed science materials provided by the EPA Task Order Project Officer (TOPO) into effective online training modules, live Webcasts/Webinars, training courses, updating the Catalog of Federal Funding for Watershed Protection Internet database, general support for the Watershed Academy and related watershed communications activities. Key activities under this task order include:

- Kick off meeting at the beginning of the base period and the succeeding four option periods and communications during each of these periods.
- Maintaining and updating Website and online modules for the "Watershed Academy Web" which is an Oracle/Cold Fusion database (see www.epa.gov/watertrain)
- Developing/completing new Watershed Academy Web-based distance learning training modules;
- Conducting live Watershed Academy Webcasts/Webinars (see www.epa.gov/watershedwebcasts):
- Updating the Catalog of Federal funding database (see www.epa.gov/watershedfunding;
 and
- General communications support for the Watershed Academy and other water/watershed topics.

B. QUALITY ASSURANCE

Quality Assurance (QA) is an important component of EPA's work to assure that minimum quality standards are attained. The contractor shall follow the Quality Management Plan (QMP) that has been customized and incorporated into this TSAWP contract. In addition, the contractor shall document the processes for Quality Assurance that it will follow for the tasks under this

Task Order in a brief Quality Statement (QS). The QS should document the contractor's processes for assuring quality, e.g., standards for accepting and citing existing information (most recent literature, acceptable sources, online resources) method for resolving conflicts in data or information; determining and documenting deviations from processes, (e.g., acceptance criteria).

The Quality Statement shall be submitted to the EPA TOPO for EPA review and approval (see sample Quality Statement attachment). The Quality Statement shall include any Standard Operating Procedures that are relevant to the tasks in the task order. Any quality assurance documents prepared under this task order are not proprietary and may be made publicly available. EPA's Watershed Academy has always emphasized the production of high quality products and toward that end has included the following QA tasks to ensure high quality products for each of the tasks:

Task 1 – There will be a kick-off meeting at the beginning of the base period and each subsequent option period and monthly calls. At the kick-off meeting the QA protocols will be discussed and expectations for monthly calls will be reiterated. At the kick off meeting in each subsequent Option period, QA/QC issues from the previous option period will be discussed, as appropriate, and the contractor shall document any revisions to the QA processes in a revised Quality Statement and submit the revised QS to the EPA TOPO for EPA review and approval.

Task 2 – New online modules must go through a peer review process. The TOPO will identify three peer reviewers (i.e., EPA HQ/Regional staff, state staff or other non-contractor technical experts) who will review each new online module. The contractor shall incorporate peer review comments that are straight-forward and will identify remaining comments where the TOPO's input is needed to address the comments. The contractor shall work with the TOPO to ensure that all comments are addressed and incorporated into the final module, as appropriate.

Online modules may be translated into Spanish as part of this task order. Modules that are translated into Spanish will also need to be peer reviewed to verify that the translation is accurate. Peer review comments on translations will need to be addressed and incorporated into final modules, as appropriate.

Task 3 – The TOPO will choose Webcast speakers who are knowledgeable about the specific Webcast topics and ensure that PowerPoint slides are reviewed by EPA staff for technical accuracy prior to Webcasts. In addition, Webcast participants can submit questions during the Webcast. Also, there will always be an evaluation form for each Webcast. These are two mechanisms for the public to provide feedback on the quality of the Webcast materials. Webcasts are archived and the contractor shall make corrections to the archives, as needed, to correct technical information presented. Finally, the following disclaimer will continue to be included on Webcast flyers and shared at the introduction of each Webcast:

"The materials in this Webcast have been reviewed by EPA staff for technical accuracy. However, the views of the speakers and the speakers organizations are their own and do not necessarily reflect those of EPA. Mention of commercial enterprises, products, or publications does not mean that EPA endorses them."

In addition, for any live training course conducted under this task, trainers should be knowledgeable about the specific topics covered and the TOPO should ensure that PowerPoint slides and other training materials are reviewed by EPA staff for technical accuracy prior to the live training course. In addition, there should always be an evaluation form for each live training course and an opportunity for participants to ask questions during the training. These are two mechanisms for the participants to provide feedback on the quality of the training course and its materials.

Task 4 – The TOPO will work carefully to ensure that Webinar speakers are knowledgeable about the specific EPA Internet Tools or other watershed-related topics to be covered in each Webinar . PowerPoint slides used as part of Webinars will be reviewed by EPA staff for technical accuracy prior to the Webcast. In addition, when the contractor is presenting a Webinar on an Internet tool, the contractor shall prepare an annotated outline with screen shots of information to be presented in the Webinars and this outline will be reviewed by the TOPO and appropriate EPA staff. This review will be used to ensure technical accuracy prior to the Webinar and to make sure that important/new aspects of the application are presented in the Webinar. Webinar participants are also able to submit questions during the Webinar and this provides a mechanism for the public to provide feedback on the quality of the Webinar materials. In addition, the contractor shall prepare an evaluation form at the end of each Webinar for participants to provide feedback on the Webinars. Webinars are archived and the contractor shall make corrections to the archives, as needed, to correct technical information presented. Finally, the following disclaimer will continue to be included on Webinar flyers and shared at the introduction of each Webinar:

"The materials in this Webinar have been reviewed by EPA staff for technical accuracy. However, the views of the speakers and the speakers organizations are their own and do not necessarily reflect those of EPA. Mention of commercial enterprises, products, or publications does not mean that EPA endorses them."

Task 5 – Under this task, the contractor shall update the Catalog of Federal Funding for Watershed Protection annually to provide the latest funding and other information on approximately 90 Federal funding programs for watershed protection related work. Each year the Contractor assists in updating this database to include the most up-to-date information about these funding programs. The contractor shall send emails to the contacts from Federal agencies and work to get updated information to update the database. The contractor shall use information from the contacts and in some cases, their Websites, to update the Catalog.

Task 6 - The contractor provides technical, editorial and graphic support under this task for a wide variety of products including:

technical, editorial, graphic support and a limited number of copies of the Watershed Academy or other Agency publications and developing or assisting in completing draft/final products including: Websites, educational signage/posters/displays, fact sheets, briefing materials, reports, and multi-media products such as online videos, CDs, DVDs, Beta SP, and Digibeta tapes, or other products.

TASK 7 - The contractor shall provide a brief final report on the status of all benchmarks, deliverables and milestones after the Base Period and each subsequent Option Period. This final report will identify any QA issues, if any.

Services and agreed upon deliverables shall be prepared in accordance with the schedules indicated below for each task and in accordance with QA outlined in the task order. The contractor shall revise any draft products in response to EPA's or peer reviewers (or other processes specific in the TO), in response to written technical direction by the TOPO.

C. TASKS

TASK 1: Kickoff Meeting, Reporting and Communication

The contractor shall participate in a Kickoff Meeting with the EPA Task Order Project Officer (TOPO) either in person or via conference call to discuss the following: points of contact, roles and responsibilities, Quality Assurance protocols, timelines, the schedule of benchmarks, milestones and deliverables, establish dates and time for monthly calls, and monthly technical progress reports and general Task Order administrative information.

The contractor shall submit a Draft Quality Statement (QS) to the EPA TOPO prior to the kickoff meeting. The QS shall include any Standard Operating Procedures that are relevant to the tasks in the task order. Specifically, the contractor shall include the Quality Assurance Tasks listed in Section B. above in the Draft QS. The EPA TOPO will review the Draft QS and provide written feedback to the contractor. The contractor shall prepare a final QS incorporating comments and provide the final QS to the EPA TOPO. At the kick off meeting in each subsequent Option periods, QA/QC issues from the previous option period will be discussed, as appropriate, and the contractor shall document any revisions to the QA processes in a revised QS and submit the revised QS to the EPA TOPO for EPA review and approval. Any quality assurance documents prepared under this task order are not proprietary and may be made publicly available.

The EPA TOPO will coordinate and set-up monthly working calls between EPA staff and the contractor's technical lead to discuss the status and progress of the work under this Task Order. The contractor shall participate in these monthly calls. The frequency of the monthly conference calls may be modified based on project status at the request of the contractor and only as approved by EPA. Generally, the contractor shall provide meeting summaries after the monthly calls within five (5) business days in draft form for the TOPO to review, the TOPO will provide any edits and/or comments on the meeting minutes; then final written meeting summaries shall be provided within five (5) business days after receipt of comments from the TOPO. Meeting summaries should include a spreadsheet showing the amount of funds spent on a particular task and projected additional funds needed, and should include annotated notes, as needed.

The contractor shall notify the EPA TOPO of any problems, delays or questions as soon as they arise, including immediate notification of any quality assurance issues, and Task Order delays. The contractor shall provide a monthly progress report in accordance with contract requirements

which will be used for invoice review purposes. All reporting shall be provided in accordance with PWS Sections G & H: Reporting and Deliverables (General Performance).

Task 1 Deliverables:

- Draft Quality Statement for EPA review and approval
- Final Quality Statement for EPA approval (revised Quality Statement, if any in subsequent option periods)
- Monthly conference calls and meeting minutes
- Immediate notification to TOPO of any delays,
- Monthly progress reports and
- Timely Communication

See Contract Level "Surveillance Plan" for specific performance standards and indicators related to this Task. All written materials must be compliance with Section 508 of the Americans with Disabilities Act.

TASK 2: Provide Maintenance of Watershed Academy Web Database and Development of New Modules

EPA's Watershed Academy Web, an online training program on watershed management, at www.epa.gov/watertrain, was updated and put into a Cold Fusion/Oracle database in 2007. This database was built to house the Watershed Academy Web and its approximately 50 online Web modules. This new database was posted on the EPA server in 2010. The contractor shall provide maintenance for updating of the Watershed Academy Web, per written technical direction for the Base period and each Option Period. Examples of maintenance/updating tasks include: assisting with updates (e.g., fixing dead links, making text corrections, etc.) of the content in the database and migrating these updates to the EPA server; editing/updating existing modules or other aspects of the database; modifying templates for new training module formats; preparing Spanish translations of online modules (see QA procedures on page 2 of this task order to be followed for any translations of online modules); and assisting with the development of new training modules. The Website shall comply with all **EPA** Web standards posted http://yosemite.epa.gov/oei/webguide.nsf/standards-guidance.

The contractor shall develop or complete two (2) Web-based training modules for the database on specific topics identified by the TOPO in the Base Period and for each Option Period. The contractor shall review and improve these modules as deemed necessary and appropriate by such means as conducting a technical peer review, modifying the text and/or graphics, posting on the contractor's Internet server, and assisting with loading the modules to the database on the EPA server.

Regarding the peer review process, the TOPO will identify three peer reviewers (i.e., EPA HQ/Regional staff, state staff or other non-contractor technical experts) who will review each new online module. The contractor shall incorporate peer review comments that are straightforward and shall identify remaining comments where the TOPO's input is needed to address the

comments. The contractor shall work with the TOPO to ensure that all comments are addressed and incorporated into the final module, as appropriate.

Each of the modules shall be delivered (i.e. made available on the contractor's Website) incrementally as they are developed, in a minimum of two (2) draft versions for each module. The first draft shall be complete and Web-accessible but as-yet un-reviewed by TOPO or external reviewers; the second and/or final draft shall have incorporated editorial feedback from the TOPO and peer reviewers, and shall be a reviewed, high quality draft Website for easy finalization on the EPA Website. The contractor shall also develop a PDF version of each of the two Web modules that is easy to download with a single command.

Examples of possible modules to be developed or updated include:

- "Nutrient Management" Nutrient management is a high priority water quality issue and contractor assistance is needed to develop a new online module on this topic. The Watershed Academy Web has an existing module on this topic (e.g., Nonpoint Source Pollution with Nitrogen and Phosphorus) but this module is a link to a 1998 paper and we would like to prepare an updated module with the latest scientific/management information. We have some draft PowerPoint presentations on nutrients plus our Nutrient Website at http://www.epa.gov/nutrientpollution which can be a starting point for developing a new module on this topic.
- "Key EPA Internet Tools for Watershed Protection" Contractor assistance is needed to complete the development of an online module on this topic building on an earlier live training course and online materials that are posted at http://water.epa.gov/learn/training/wacademy/epatools_index.cfm. To prepare the draft online module, contractor assistance will be needed to prepare PowerPoint slides plus notes on key EPA Internet Tools for watershed projection, and then work with the EPA TOPO to conduct technical peer review, incorporate peer review comments and assist with adding it to the Watershed Academy Web Cold Fusion, Oracle database that is posted on EPA's server.
- Other modules related to EPA's monitoring, TMDL/watershed, nonpoint source, stormwater, wetlands, oceans, climate change, urban watershed issues, smart grown, capacity building issues, and other watershed-related topics.

The contractor shall have experience in building/maintaining Cold Fusion Web pages with an Oracle back-end and experience in developing training materials.

TASK 3: - Support for Live Webcasts and Training Courses

EPA's Watershed Academy has conducted 73 Watershed Academy Webcasts since 2005 on a wide range of watershed/water topics (for more background on Webcasts see www.epa.gov/watershedwebcasts). Webcasts are typically conducted at 1:00pm to 3:00pm EST on week days. Attendees must register online in advance to participate in Webcasts. During the

Webcasts, trainees log onto the Web to participate in live training conducted by expert instructors. Participant computers must have the capability of playing sound in order to attend the Webcasts. In advance of webcasts, EPA posts PDF copies of the PowerPoint slides on the Website for participants to download. EPA's Watershed Academy also now offers a downloadable certificate to those that attend webcasts. For those that are not able to register for a Webcast, a streaming audio version of the training is made available after the live seminar and posted on the Web at www.epa.gov/watershedwebcasts.

Under this task the contractor shall provide assistance for at least four Webcasts annually using a Webcast platform that is able to accommodate a large number of attendees, including up to 2,000 attendees. The contractor shall provide logistical support for Webcasts, the streaming audio for the Webcast, and archiving of the Webcasts as identified below. The contractor shall assist with the delivery of each Webcast as requested by the TOPO.

The contractor shall provide the following logistical support for Webcasts including the following:

- Coordinating Webcast presentations with presenters including letting them know the deadlines for submitting Webcast presentations and other related materials;
- Providing travel support for up to one (1) Webcast presenter (e.g., technical expert, state agency staff person) to travel to Washington, DC to conduct their Webcast, as requested by the TOM via technical direction. Note: If the technical expert presenter is not able to pay for their travel expenses, the contractor shall pay their travel expenses as a subcontractor employee. The contractor shall employ or contract with the presenter(s) in order for the travel expenses to be approved and paid for. Travel expenses shall only be paid to the individuals performing a direct function of the contract. The contractor may not pay for travel for federal government employees.
- Preparing a 1-page flyer to publicize each Webcast, as needed;
- Preparing a list of "additional resources" for each Webcast related to each Webcast topic, as needed;
- Preparing a "certificate" for posting on the Web so that participants can download the certificate after the training;
- Preparing an evaluation form to use at the end of each Webcast and assisting with preparation of polling questions to use during the Webcast;
- Assisting with formatting and editing of Webcast presentations (e.g. adding introductory and question slides, removing animation and talking points, compressing slides and fixing other formatting problems);
- Providing a final PowerPoint file and PDF copy of the Webcast presentation;
- Answering email and phone questions related to the Webcasts;
- Preparing a draft "script" for moderators to use during the Webcasts to introduce and close the Webcasts and for the Q/A sessions and polling questions and serving as moderator, as needed.
- Conducting all or a portion of up to two (2) Webcasts including preparing and presenting PowerPoint presentation on topics such as the "ABCs of TMDLs or other topics, as requested by the TOM; and

 Assisting with follow-up activities after the Webcast such as summarizing number of Webcast attendees and polling data, and reviewing the closed captioning/archives for the Webcasts.

The contractor shall provide the following support for Streaming Audio Webcasts including the following tasks:

- The Webcast platform used by the contractor shall be able to accommodate a large number of attendees, including up to 2,000 attendees. The contractor shall set up a customized Webcast registration page with the EPA and Watershed Academy logos and information on the Webcast and the speakers. Contractor shall also provide a Webcast platform that includes an "audience view" of Webcast materials for participants including copies of the PowerPoint presentations, additional information such as speaker photos, PDF copies of PowerPoint presentations, live questions and answers, polling capabilities, feedback form, closed captioning during Webcasts, link to list of additional resources and certificate for Webcast;
- Conducting the live broadcast with synchronized slides and audio, including monitoring the audio and visual quality of the feeds throughout the broadcast;
- Providing certain features during the live Webcast, including: phone bridge for speaker participation from the DC area as well as other locations in the U.S., automatic slide advancement, instant polling, trouble shooting of participant problems, and live speaker chat.

Archiving Webcasts for Web:

- The contractor shall archive the Webcasts and save them in a format that is section 508 compliant, including closed captioning done during each Webcast, that EPA can use for posting on EPA's Website.
- The contractor shall provide to EPA two copies of a CD which include archived copies of each of the Webcasts suitable for posting on the EPA server. These archived Webcasts should be provided in archived format (including closed captioning) and MP4 format. The CDs shall be delivered via Federal Express, or similar courier service, to avoid irradiation to the TOPO's street address:

Anne Weinberg
United States Environmental Protection Agency
EPA West Building
1301 Constitution Avenue, NW
Room 7417K
Washington, DC 20004
Phone: 202-566-1217

The contractor shall provide support for delivery of 1-2 Watershed Academy training courses identified on the Watershed Academy Website at: http://water.epa.gov/learn/training/wacademy/wsatrain.cfm (e.g., The Key EPA Internet

Tools for Watershed Protection training course at http://water.epa.gov/learn/training/wacademy/epatools_index.cfm, the Introduction to the Clean Water Act, CWA/SDWA course, Watershed Planning Course, Introduction to TMDLs).

Contractor support for live training shall include: designing course visuals and graphics; writing course talking points; developing a wide variety of course materials for exercises and handouts; storyboarding course organization and flow; providing technical speakers or presenters at the TOPO's request; meeting with the TOPO to plan and develop materials; providing logistical meeting support for training events including room/computer rentals; supporting travel of trainers to locations where training is delivered; developing train-the-trainer materials; and preparing/summarizing course evaluation forms. The end products envisioned for this part of the task are revisions and new additions to training packages (instructors' manual, visuals and trainee materials) for live 2-hour to 5-day training sessions. Live training may be done onsite or through the use of webinars.

Task 4: Support for a Webinars on Key EPA Watershed Internet Tools or Other Watershed/Water-Related Topics

The contractor shall provide support for Watershed Academy Webcasts that are delivered using webinar technology such as GotoWebinar, Live meeting or similar online webinar technology. The contractor shall work with the TOPO to develop at least eight (8) Webinars to educate states, EPA Regions, local watershed groups and other stakeholders on the application and use of key EPA Internet-based watershed tools, as well as other watershed/water-related topics. The contractor shall use a collaboration tool (e.g., GotoWebinar, Live meeting or similar online Webinar technology) for these Webinars. The Webinars shall demonstrate how to use key EPA Internet tools in an interactive seminar. Webinars have the advantage of being able to demonstrate Internet tools in real-time. In addition, Webinars will also be used to present just PowerPoint presentations on key watershed/water-related topics as identified by the TOPO.

These Webinars shall be approximately 1 ½ to 2 hours in length. Some of the Webinars will be presented by the contractor based on materials in the previously developed live course entitled **Key EPA Internet-Based Tools for Watershed Management** (see http://water.epa.gov/learn/training/wacademy/epatools index.cfm)

The following are example Internet tools that shall be covered in the Webinars: Watershed Central/Wiki; Nonpoint Source Outreach Toolbox; WATERS; Environmapper for Water; ATTAINS; and any other tools as requested by the TOPO through technical direction. The Webinars will also cover other watershed/water-related topics as identified by the TOPO.

The contractor shall work with the TOPO and the EPA lead for each of the tools/topics to make sure that the most up-to-date features/information are demonstrated in the Webinars. The EPA TOPO, Alternate TOPO if the TOPO is on leave or travel, the PO or the CO are the only individuals authorized to provide technical direction. The EPA lead, if not one of the individuals identified above, may engage in technical communications, but may not issue technical direction. For each of the eight Webinars, the contractor shall assist in setting up the Webinar, assist with preparing the course materials, incorporate comments from EPA TOPO prior to the Webinar, in some cases actually present the information and answer questions from the audience during the

Webinar. The contractor shall provide 2 copies of a CD recording of the Webinar in MP4 format and including a transcript so that the Webinars can be posted on the Watershed Academy Website.

The contractor shall use a similar approach to the development and conduct of the Webinars as identified for Webcasts in Task 2, including the following:

The contractor shall provide the following logistical support for Webinars including the following:

- Collaborating with the TOPO to identify the key EPA watershed Internet tools or other
 water/watershed-related topics to highlight in each Webinar. Where the contractor is
 presenting all or a portion of the Webinar they shall work to insure that new aspects of
 Internet tools are highlighted appropriately by sharing a draft annotated outline of the
 Webinar with screen shots in advance for review by the TOPO and key EPA staff
 identified for each of the Web tools
- Providing travel support for up to one (1) Webinar presenter (e.g., technical expert, state agency staff person) to travel to Washington, DC to conduct their Webinar, as requested by the TOM via technical direction. Note: If the technical expert presenter is not able to pay for their travel expenses, the contractor shall pay their travel expenses as a subcontractor employee. The contractor shall employ or contract with the presenter(s) in order for the travel expenses to be approved and paid for. Travel expenses shall only be paid to the individuals performing a direct function of the contract. The contractor may not pay for travel for federal government employees.
- Preparing a 1-page flyer to publicize each Webinar, as needed.
- Preparing necessary **PowerPoint presentations** which may be component of the Webinar. The contractor shall assist with formatting of Webcast presentations (e.g. preparing introductory and question slides, talking points, compressing slides, etc.);
- Providing a final PowerPoint file and notes for each Webinar.
- Answering email and phone questions related to the Webinars:
- Preparing a standardized draft "script" for moderators to use during the Webcasts to introduce and close the Webinars.
- Assisting with conduct of at least eight Webinars to explain the key EPA watershed Internet tools and/or other water/watershed-related topics, and providing a transcript (or closed captioning, should technology allow) of the Webinar.
- Assisting with follow-up activities after the Webcast such as summarizing number of Webinar attendees and reviewing the archives/transcript of the Webinars.

The contractor shall provide the following support for conducting the Webinars including the following:

- Assisting with opening registration for the Webinar.
- Ordering transcription of the Webinars so that transcripts of Webinars can be posted on EPA's server after the Webinar to make it section 508 compliant. The TOPO may also request the contractor to provide closed captioning for Webinars as well.

• Assisting with the conduct of the Webinar including trouble shooting of participant problems with live chat/question/answer system.

Archiving Webinars for Web

- The contractor shall be responsible for archiving the Webinars. The contractor will provide a written transcript of each Webinar that EPA can use for posting on EPA's Website.
- The contractor shall also provide to EPA two copies of a CD which includes an MP4 version of each of the Webinars suitable for posting on the EPA server. The CDs shall be delivered via Federal Express, or similar courier service, to avoid irradiation to the TOPO's street address:

Anne Weinberg
United States Environmental Protection Agency
EPA West Building
1301 Constitution Avenue, NW
Room 7417K
Washington, DC 20004
Phone: 202-566-1217

TASK 5: Support for Updating/Maintaining Federal Funding Database for Watershed Protection

The contractor shall annually update/maintain, per technical direction from the TOM, the searchable, Web-based "Catalog of Federal Funding Sources of Watershed Protection" which provides brief summaries of Federal funding programs available for watershed protection. This database was initially developed in 2002/03 and has been updated in 2004 through 2013. The database is currently posted on EPA's public server at: www.epa.gov/watershedfunding. The database was updated in 2012 to run on APEX and it includes information about approximately 90 federal funding programs for watershed protection. The database is searchable and interactive, and was designed to be a user-friendly way for citizens and others to find information about available Federal funding sources for watershed protection.

Under this task, contractor support shall update/maintain the Federal Funding Database including using the Web-based editing application to continue updating the funding information in the database and Website during the Base Period and Option Periods. Anticipated tasks each year include: updating of the database annually with current funding information; soliciting updates from Federal program contacts each year; researching/writing summaries of new Federal programs each year, as appropriate; editing/updating existing program summaries; deleting information on programs that are not funded; adding updated funding information; and editing program information/Website as requested by the TOPO.

TASK 6: - General Communications Support for Watershed Academy and Other Water Topics

The contractor shall provide general support for other communications work related to the Watershed Academy and other water/watershed topics. This editorial/technical/communications support is often needed on a quick turnaround basis as requested by the TOM through technical direction. The following are the types of activities where contactor support may be needed:

- Providing technical, editorial, and graphic support for developing and completing draft/final products including: Websites, educational signage/posters/displays, fact sheets, briefing materials, reports, and multi-media products such as online videos, CDs, DVDs, Beta SP, and Digibeta tapes, or other products. Contractor shall also provide a limited number of copies of Watershed Academy and other Agency publications for limited distribution, within the printing limits of the contract.
- Identifying key messages for products, conducting focus groups, and marketing new products.
- Technical, editorial, graphic or logistical support for the Watershed Academy and other EPA water-related programs including:
 - O Assistance in preparing a new CD of the Watershed Academy Web and/or Webcasts; and assisting with marketing the Watershed Academy through the development of posters, presentations, flyers and other means.
- Logistical support for meetings/training courses (e.g., provision of meeting rooms, facilitators, notetaking, registration, etc.) as requested by the TOPO.

TASK 7: Brief Final Report on Task Order

The contractor shall provide a brief final report on the status of all benchmarks, deliverables and milestones after the Base Period and each subsequent Option Period. This final report will identify any QA issues, if any.

D. SCHEDULE OF BENCHMARKS, DELIVERABLES & MILESTONES

	Base Period: 12 months	
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1	Draft Quality Statement for EPA review and approval	Within 10 business days after Kickoff Meeting
1	Final Quality Statement for EPA approval	Within 5 business days after receiving of comments from the TOPO
1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of any delays
1	Contractor identifies any issues with QA procedures and provides revised QA procedures.	Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call
		0 - 364 days after Task Order Award:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO.
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning) and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	completed Webcast.

3	Duranida annu dut fau 1 2 liera Watanaha d	Within 10 20 modeling days of
3	Provide support for 1-2 live Watershed	Within 10 - 20 working days of
S	Academy courses.	receiving written technical
		direction from the TOPO.
4		Within 30 days after a technical
	Internet tools and other water/watershed-related	The state of the s
	topics including sometime conducting the	TOPO.
W 2	Webinar –and providing logistical support for	
	the Webinar, as indicated above.	8 · · ·
4	Deliver archived versions of each Webinar	Within 10 working days of a
* * *	seminar including audio and screen files along	completed Webinar.
	with the written transcript (to comply with	
-	section 508 requirements) for posting on the	¥ **
	Web, if technology allows. Deliver 2 CD	
	copies of Webinars in MP4 format, including	
	the written transcript of the Webinar. Also,	
	deliver the CD-Rom to EPA via Federal	¥ *
	Express or similar courier.	
5	Update funding information in the Catalog of	Within 20 working days after a
6	Federal Funding database, including adding	technical direction issued by the
e e	new programs, deleting programs and including	
	up-to-date funding information for each	ioro.
	· ·	,
	program in the Catalog.	77711 00 1 1 1
5	Assist with updating database each year to	Within 20 working days after a
7	accommodate info for the new fiscal year and	technical direction issued by the
	to edit information in	TOM, before 12 months after
	<u> </u>	award.
5	Send email queries to Federal program contacts	
, .		technical direction issued by the
	Database including adding updated funding	ТОРО.
	levels and other program updates for each the	
9 14	new fiscal year. Research new Federal funding	
	programs and add/delete information as	
81	appropriate on these programs in the database.	
6	General support (technical/editorial/ graphic	Within 10 - 20 working days
e	support) for the Watershed Academy and other	after a technical direction issued
	water-related programs products.	by the TOPO.
yeng i distribution it		Committee of the committee of
hander of the second of the se		334 - 364 days after Task
		Order Award:
7	Brief draft final report on status of	Generally within 10 business
. ,		days after receipt of written
3		technical direction from the
. «		
- 1		ТОРО.

Brief final report on status of each of the above tasks, which incorporates feedback from the	Generally within 10 business days after receipt of written
торо.	technical direction from the
,	TOPO.

	BEGIN OPTION PERIOD ONE	12 months
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
. 1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of delays
1	Contractor identifies any issues with QA procedures and provides revised QA procedures, or revised Quality Statement for EPA review and approval.	Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call.
		0-364 days after Period Exercised:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technica direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning)	completed Webcast.
	and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	,

3	Provide support for 1-2 live Watershed Academy courses.	Within 10 - 20 working days of receiving written technical
The second secon	Academy courses.	direction from the TOPO.
4	Deliver at least eight (8) Webinars on key EPA	Within 30 days after a technical
	Internet tools and other water/watershed-related	
	topics including sometime conducting the	ТОРО.
	Webinar – and providing logistical support for	
4	the Webinar, as indicated above.	Within 10 working days of a
4	Deliver archived versions of each Webinar seminar including audio and screen files along	Within 10 working days of a completed Webinar.
(a)		completed weomar.
	with the written transcript (to comply with section 508 requirements) for posting on the	
	Web, if technology allows. Deliver 2 CD	*
	copies of Webinars in MP4 format, including	
	the written transcript of the Webinar. Also,	H.
	deliver the CD-Rom to EPA via Federal	
	Express or similar courier.	
5	Update funding information in the Catalog of	Within 20 working days after a
	Federal Funding database, including adding	technical direction issued by the
	new programs, deleting programs and including	
ū.	up-to-date funding information for each	
	program in the Catalog.	
5	Assist with updating database each year to	Within 20 working days after a
	accommodate info for the new fiscal year and	technical direction issued by the
	to edit information in	TOM, before 12 months after
	the database, as appropriate	award.
5	Send email queries to Federal program contacts	Within 20 working days after a
	and make edits to Catalog of Federal Funding	technical direction issued by the
	Database including adding updated funding	ГОРО.
	levels and other program updates for each the	
	new fiscal year. Research new Federal funding	e e e
	programs and add/delete information as	. 9
	appropriate on these programs in the database.	
6	General support (technical/editorial/ graphic	Within 10 - 20 working days
	support) for the Watershed Academy and other	after a technical direction issued
	water-related programs products.	by the TOPO.
		224 264 days - 66 Days - 1
ā		334 - 364 days after Period Exercised:
7	Brief draft final report on status of	Generally within 10 business
	each of the above tasks.	days after receipt of written
	and a man is among	technical direction from the
1	* *	горо.

7	Brief final report on status of each of the above	Generally within 10 business
	tasks, which incorporates feedback from the	days after receipt of written
4	торо.	technical direction from the
		ТОРО.

	BEGIN OPTION PERIOD TWO	12 months
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of delays
. 1	Contractor identifies any issues with QA procedures and provides revised QA procedures, or revised Quality Statement	Within 5 business days of discussing QA issues at a kickoff meeting or monthly
	for EPA review and approval.	conference call.
		0 - 364 days Period Exercised:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of	Within 10 - 20 working days of receiving written technical direction from the TOPO.
	modules for posting on Web.	
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply	completed Webcast.
v	with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning)	
	and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	

	Provide support for 1-2 live Watershed Academy courses.	Within 10 - 20 working days of receiving written technical
	tourist, courses.	direction from the TOPO.
4	Deliver at least eight (8) Webinars on key EPA	
	Internet tools and other water/watershed-related	
The state of the s	topics including sometime conducting the	
	Webinar –and providing logistical support for	
	the Webinar, as indicated above.	
	Deliver archived versions of each Webinar	Within 10 working days of a
	seminar including audio and screen files along	completed Webinar.
	with the written transcript (to comply with	
" «c	section 508 requirements) for posting on the	
	Web, if technology allows. Deliver 2 CD	
*	copies of Webinars in MP4 format, including	*
	the written transcript of the Webinar. Also,	,
	deliver the CD-Rom to EPA via Federal	
	Express or similar courier.	
5	Update funding information in the Catalog of	Within 20 working days after a
	Federal Funding database, including adding	technical direction issued by the
	new programs, deleting programs and including	ТОРО.
10	up-to-date funding information for each	
	program in the Catalog.	
5	Assist with updating database each year to	Within 20 working days after a
	accommodate info for the new fiscal year and	technical direction issued by the
	to edit information in	TOM, before 12 months after
	the database, as appropriate	award.
		Within 20 working days after a
		technical direction issued by the
	Database including adding updated funding	ТОРО.
	levels and other program updates for each the	,
	new fiscal year. Research new Federal funding	
	programs and add/delete information as	
	appropriate on these programs in the database.	
	General support (technical/editorial/ graphic	Within 10 - 20 working days
	support) for the Watershed Academy and other	
	water-related programs products.	by the TOPO.
		224 264 1
		334 - 364 days after Period Exercised:
7	Brief draft final report on status of	Generally within 10 business
		days after receipt of written
		technical direction from the
		ТОРО.

7	Brief final report on status of each of the above	Generally within 10 business
	tasks, which incorporates feedback from the	days after receipt of written
	ТОРО.	technical direction from the
		горо.

	BEGIN OPTION PERIOD THREE	12 MONTHS
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of delays
1	Contractor identifies any issues with QA procedures and provides revised QA procedures, or revised Quality Statement for EPA review and approval.	Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call.
		in the same of
		0-364 days after Period Exercised:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO.
3	Deliver archived versions of each seminar including audio files and PowerPoint slides	completed Webcast.
. *	along with the closed captioning (to comply with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning)	
	and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	

3	Provide support for 1-2 live Watershed	Within 10 - 20 working days of
.	Academy courses.	receiving written technical
		direction from the TOPO.
4	Deliver at least eight (8) Webinars on key EPA	
7	Internet tools and other water/watershed-related	
	topics including sometime conducting the	incetion is issued by the 1010.
	Webinar –and providing logistical support for	
		*
<u> </u>	the Webinar, as indicated above. Deliver archived versions of each Webinar	Within 10 working days of a
4	North Control of the	Within 10 working days of a
	0	completed Webinar.
	with the written transcript (to comply with	
	section 508 requirements) for posting on the	
	Web, if technology allows. Deliver 2 CD	
	copies of Webinars in MP4 format, including	
	the written transcript of the Webinar. Also,	
	deliver the CD-Rom to EPA via Federal	
	Express or similar courier.	
5	Update funding information in the Catalog of	Within 20 working days after a
	Federal Funding database, including adding	technical direction issued by the
	new programs, deleting programs and including	торо.
	up-to-date funding information for each	
	program in the Catalog.	
5	Assist with updating database each year to	Within 20 working days after a
· ·	accommodate info for the new fiscal year and	technical direction issued by the
	to edit information in	TOM, before 12 months after
	the database, as appropriate	award.
5	Send email queries to Federal program contacts	
	and make edits to Catalog of Federal Funding	technical direction issued by the
	Database including adding updated funding	TOPO.
*	levels and other program updates for each the	1010.
		a a
•/	new fiscal year. Research new Federal funding	
	programs and add/delete information as	·
	appropriate on these programs in the database.	Within 10 20 worlding down
6	General support (technical/editorial/ graphic	Within 10 - 20 working days after a technical direction issued
	pupporty for the 11 areas from the cure.	aner a technical direction issued
	water-related programs products.	by the TOPO.
	8	334 - 364 days after Period
· · · · · · · · · · · · · · · · · · ·		Exercised:
7	Brief draft final report on status of	Generally within 10 business
	each of the above tasks.	days after receipt of written
		technical direction from the
		TOPO.

	Brief final report on status of each of the above	
		days after receipt of written
	1	technical direction from the
many any salas as		ТОРО.

	BEGIN OPTION PERIOD FOUR	7 Months
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of delays
1	Contractor identifies any issues with QA procedures and provides revised QA procedures, or revised Quality Statement for EPA review and approval.	Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call.
		0-364 days after Period Exercised:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO.
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply with section 508 requirements) for posting on	completed Webcast.
	the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning) and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	

3	Provide support for 1-2 live Watershed Academy courses.	Within 10 - 20 working days of receiving written technical
·		direction from the TOPO.
4	Deliver at least eight (8) Webinars on key EPA	Within 30 days after a technical
*	Internet tools and other water/watershed-related	
	topics including sometime conducting the	
	Webinar –and providing logistical support for	
	the Webinar, as indicated above.	
4	Deliver archived versions of each Webinar	Within 10 working days of a
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	seminar including audio and screen files along	completed Webinar.
	with the written transcript (to comply with	
	section 508 requirements) for posting on the	· ·
	Web, if technology allows. Deliver 2 CD	
	copies of Webinars in MP4 format, including	
	the written transcript of the Webinar. Also,	w .
	deliver the CD-Rom to EPA via Federal	
	Express or similar courier.	٠.
5	Update funding information in the Catalog of	Within 20 working days after a
	Federal Funding database, including adding	technical direction issued by the
ă.	new programs, deleting programs and including	
	up-to-date funding information for each	
	program in the Catalog.	
5	Assist with updating database each year to	Within 20 working days after a
	accommodate info for the new fiscal year and	technical direction issued by the
	to edit information in	TOM, before 12 months after
	the database, as appropriate	award.
5	Send email queries to Federal program contacts	Within 20 working days after a
5 ,		
		technical direction issued by the
	Database including adding updated funding	TOPO.
	levels and other program updates for each the	
	new fiscal year. Research new Federal funding	*
	programs and add/delete information as	
	appropriate on these programs in the database.	
6	General support (technical/editorial/ graphic	Within 10 - 20 working days
	support) for the Watershed Academy and other	
w	water-related programs products.	issued by the TOPO.
		-6 months after Period
		nxercisea:
7		Exercised: Generally within 10 business
7	Brief draft final report on status of	Generally within 10 business
7	Brief draft final report on status of each of the above tasks.	

TOPO.	Generally within 10 business days after receipt of written technical direction from the TOPO.
END OF TABLE	END OF TABLE

When the Task Order reaches 30 calendar days prior to the end of the Period of Performance in a given period, the contractor shall make a determination that the deliverables, milestones, benchmarks, and any outstanding technical direction from the TOPO, will be satisfactorily completed in the form requested in the PWS by the end of the Period of Performance and for the remaining funding that is available.

If the contractor determines one or more of the above-referenced items will not be able to be completed in the requested form within the period of performance and with the available funding, the contractor shall notify the TOPO and the CO immediately. Within 5 business days of said notification, the TOPO in coordination with the CO will provide technical direction concerning use of the remaining funding to prepare and furnish to the TOPO all interim draft deliverables, interim work products, and any working files in an electronic format which is supported by EPA, for eventual continuation of the project after the end date of the Task Order.

E. REPORTING

All documentation and reporting under this Task Order shall be in compliance with contract requirements. Reference Contract Clause C-1 (c) and Attachment 1, PWS, Section 2.5.3.4, 3.7, and 4.3.7. See contract clause F.2, F.3, and J.2 "List of Attachments, Number 2 - Reports of Work" as supplemented by TO specific instructions under Task 3 of this PWS.

F. DELIVERABLES AND GENERAL PERFORMANCE:

The contractor shall participate in meetings and conference calls arranged by the EPA Task Order Project Officer.

The contractor shall when requested by the TOPO provide supporting documentation when EPA is reviewing draft deliverables to facilitate EPA review and approval of the Contractor's work. Documentation will include the electronic files and detailed, written explanation of all steps and decisions. The Contractor is expected to comply with this request when it is received from the TOPO regardless of whether such a request is described in the individual tasks of this PWS. The Contractor is expected to furnish this information in such manner that no proprietary software will be needed for EPA to read, interpret, replicate or model any work product of this agreement, unless otherwise noted in this PWS or by written permission of the EPA TOPO. The objective is that anyone with the appropriate skill level can use the information produced under this Task Order to check or duplicate the Contractor's work for replication and/or verification. With this understanding of how this Task Order's data will be used, any elements essential to successfully replicating analysis shall be provided to EPA in a

commonly-used format.

The Contractor shall provide both scientific/technical and editorial review as defined in section 2.6 of the Prime Contract Performance Work Statement on any Task Order draft product before submission to the EPA TOPO for review. This process does not need to be performed by an independent peer reviewer. It is expected that all editorial review comments will be addressed before deliverables are furnished to the EPA TOPO for review (in the case of draft deliverables) or acceptance (in the case of final deliverables); and that questions raised by scientific/ technical review will be either addressed or discussed with the EPA TOPO prior to the contractor furnishing draft deliverables.

EPA anticipates that the contractor's work will be judged "satisfactory" according to the QASP if Task Order Project Officer edits to deliverables are no more than ten percent (10%) of the content of any draft deliverable, or less than two percent (2%) of any final deliverable. In addition, EPA anticipates that the contractor's work will be judged "satisfactory" according to the QASP if less than ten percent (10%) of the pages of written final deliverables contain Task Order Project Officer edits for such things as grammar, punctuation and format. The EPA TOPO can upon request furnish a copy of the EPA correspondence manual for the contractor's use.

Upon receipt of written technical direction from the TOPO, the contractor shall furnish:

- <u>all deliverables (draft and final)</u> to EPA shall be furnished in an electronic version and in an electronic format that EPA can support (see TSAWP Contract PWS Section 4.0 Deliverables).
- <u>all final deliverables</u> to EPA shall include one (1) electronic copy and two (2) paper copies. All final deliverables shall be prepared according to EPA publication guidelines and shall be compliant with Section 508 of the Americans with Disabilities Act.

All submittals to EPA shall be formatted as described below.

Electronic submissions shall be made in the following manner: electronic Microsoft Word© for any written reports, summaries or analysis documents, Microsoft Excel© format for any and all spreadsheets, raw data, coding and modeling work (including all model runs with essential data to replicate model runs), and Microsoft Access© format for any and all databases or for other data as is approved by the EPA TOPO in writing.

Final electronic submissions shall be on Compact Disk (CD) or Digital Versatile Disc (DVD). The contractor may utilize an FTP, but only if the EPA TOPO gives

written permission. Every electronic document and all of the sections, text, graphs, charts or figures shall be unlocked, open and editable so that EPA may make further changes.

Final paper submissions shall be made in the following manner: two (2) separate and identical copies of all deliverables must be submitted; each separate copy includes all the products due at that date (i.e., Task 1, 2, etc.), and must be submitted in one (1) or more bound volumes, as appropriate, with a title page, an executive summary describing the purpose and content, and an index, located inside the front cover of each bound volume, and electronic copies enclosed in envelopes (or other suitable means) bound in the respective volume. Although PDF versions of materials may be additionally submitted per the contractor's prerogative, neither electronic nor paper PDF versions will be acceptable as any final work product.

Appropriate electronic format that is supported by EPA and printing of all GIS data layers, maps, photos, bench sheets and other written material not easily printed or saved in the above formats will be discussed and a format agreed upon with the EPA TOPO prior to submittal by the contractor.

G. ANTICIPATED TRAVEL

All travel under this Task Order shall be in compliance with contract requirements and only according to specific Technical Direction. (See contract clause H-17). Travel is presently anticipated to be incidental only as needed to meet the EPA TOPO and to provide support for Webcasts/Webinars conducted at EPA Headquarters (Task 3 and 4), and for two Webcast/Webinar presenters (Task 3 and 4) to travel to Washington, DC to participate in a Webcast/Webinar in person. For planning purposes, 12 meetings each base and option period would be for contractor travel to EPA HQ in DC, and two trips for each base and option period would be for Webcast/Webinar speakers to travel to Washington, DC to participate in a Webcast/Webinar in person (for costing purposes assume Webcast/Webinar speakers will travel from a central location such as New Orleans, LA).

H. CONTRACTOR IDENTIFICATION

Contractor personnel shall always identify themselves as Contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency's official representative.

The Contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the EPA Task Order Project Officer.

I. CONFERENCE/MEETING GUIDELINES AND LIMITATIONS:

The EPA projects that none of the individual meetings identified in these tasks will exceed a total cost of \$25,000. The contractor shall immediately notify the EPA Contracting Officer, PO and TOPO of any anticipated individual event involving support for a meeting, conference, workshop, symposium, retreat, seminar or training that may potentially incur \$23,000 or more in cost during performance. Conference expenses are all direct and indirect costs paid by the government and include any associated authorized travel and per diem expenses, room charges for official business, audiovisual use, light refreshments, registration fees, ground transportation and other expenses as defined by the Federal Travel Regulations. All outlays for conference preparation should be included, but the federal employee time for conference preparation should not be included. After notifying EPA of the potential to reach this threshold, the Contractor shall not proceed with the task(s) until authorized to do so by the Contracting Officer.

J. VALIDATION OF TASK ORDER DELIVERABLES FOR SECTION 508 COMPLIANCE

The Contractor shall support the TOPO in conducting a "Final Deliverable Validation" to ensure compliance with Section 508 and the Federal Acquisition Regulations (FAR) related to "electronic and information technology (EIT) deliverables". The Contractor shall furnish certification, in writing, to the TOPO that the Contractor has complied with EPAAR Clause 1552.211-79 "Compliance with EPA Policies for Information Resources Management" (Reference Contract Clause C-1), including the requirement that all electronic and information technology (EIT) deliverables be Section 508 compliant in accordance with the policies referenced at http://www.epa.gov/accessibility/. Reference Contract Clause C-1 (c) and Attachment 1, PWS, Section 2.5.3.4, 3.7, and 4.3.7.

K. QUALITY ASSURANCE SURVEILLANCE PLAN

Per contract requirements.

L. NOTIFICATION OF COMPLETION OF TO DELIVERABLES

In the event that the Task Order reaches thirty (30) days prior to the end of the Period of Performance in a given period and the Contractor assesses that the deliverables, benchmarks or milestones will not be able to be completed, the Contractor shall immediately furnish written notification to the TOPO and the Contracting Officer (CO).

Within five (5) business days of receiving this written notification, the TOPO in coordination with the CO will provide written technical direction to the Contractor concerning use of the funds which remain in the Task Order to prepare draft deliverables, interim work products, and any necessary working files in an electronic format which is supported by EPA, and furnish these to the TOPO.

AMEN	DMENT OF SOLICIT	ATION/MODIFIC	ATION OF CONTRACT		1. CONTRACT ID CODE	F	PAGE OF PAGES	
2. AMEN	DMENT/MODIFICATION	NO.	3. EFFECTIVE DATE	4. F	EQUISITION/PURCHASE REQ. NO.	5. PRO	1 JECT NO. (If applica	3 ble)
001			See Block 16C	PR	-OW-13-00749		¥	
6. ISSUE	D BY	CODE	CPOD	7	ADMINISTERED BY (If other than Item 6)	CODE	CPOD	
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				1 1	10B. DATED (SEE ITEM 13)			
CODE	(b)(4)		FACILITY CODE		07/24/2013			
			11. THIS ITEM ONLY APPLIE	S TO AMEN	DMENTS OF SOLICITATIONS			
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CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED PAGE OF EP-C+12-055/0008/001 2 3

NAME OF OFFEROR OR CONTRACTOR TETRA TECH, INC.

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	0.000.000.000	00041 ECC20 OF 100404 02004	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	New Total Obligated Amount for this Award:			*	9
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	Incremental Funded Amount changed: from	ļ.	Į.		
	\$60,000.00 to \$80,000.00		1		
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	CHANGES FOR LINE ITEM NUMBER: 1-Base Period				
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	to \$80,000.00	Í			*
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	NEW ACCOUNTING CODE ADDED:		1		ř
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	Section B: Clause EPA-B-32-101, is revised as		Į į		
	follows:			N ×	
	(a) Pursuant to the Limitation of Funds clause,		ł		
	incremental funding in the amount of \$ (b)(4)				
	is allotted to cover estimated cost. Funding in	ĺ			
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	corresponding increment of fixed fee. The amount			981	
	allotted for costs is estimated to cover the		ľ	9	
	contractor's performance until 4/18/2014.	er e		¥	,
	(b) When the contract is fully funded, the				v ^{ie}
	Limitation of Cost clause shall become applicable.	e.			2.
	(c) Recapitulation of Funds			*	ž.
	See Recap			¢	
	Payment:				2.00
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EP-C-12-055 Task Order 0008

Recapitulation Of Funding To Date By Contract Period

FUNDING ACTION	ESTIMATED COST	FIXED FEE	2.00	FIXED FEE
BASE Period Initial Award Modification 1	\$ ^{(b)(4)}	\$ ^{(b)(4)}	3 .	\$60,000.00 \$20,000.00
Total Funded Total Per Contract Balance Unfunded	\$ \$	\$ \$ \$		\$80,000.00 \$99,995.77 \$19,995.77

AMEN	DMENT OF SOL	ICITATION/MODIFIC	ATION OF	CONTRACT		1. CONTRACT ID CODE		PAGE OF	PAGES
2. AMEN	DMENT/MODIFICAT	TON NO.	3. EFFECTIV	E DATE	4. RE	QUISITION/PURCHASE REQ. NO.	5. PR	DJECT NO. (4 (f applicable)
002			See Blo	ck 160	See	Schedule	:		
6. ISSUE	D BY	CODE	CPOD	CA TOO	7. Al	DMINISTERED BY (If other than Item	6) CODE	CPOD	
US En 26 We Mail		l Protection Luther King D	Agency		26 Ma:	DD Environmental Prot West Martin Luther il Code: NWD ncinnati OH 45268		ency	
8. NAME	AND ADDRESS OF	CONTRACTOR (No., street	county, State and	d ZIP Code)	(x) 9	A. AMENDMENT OF SOLICITATION	NO.		
TETRA 10306	TECH, INC EATON PLAC AX VA 22030	CE STE 340			90 x 10 0	B. DATED (SEE ITEM 11) DA. MODIFICATION OF CONTRACT/ IP-C-12-055 008 DB. DATED (SEE ITEM 13)			
CODE	(b)(4)		FACILITY CO	DÉ	1	07/24/2013	N.		
		<u> </u>	11. THIS IT	EM ONLY APPLIES TO	AMEND	MENTS OF SOLICITATIONS		· · · · · · · · · · · · · · · · · · ·	
separe THE P virtue of to the r	LACE DESIGNATED of this amendment you collectation and this are	which includes a reference FOR THE RECEIPT OF C u desire to change an offer nendment, and is received	to the solicitation OFFERS PRIOR already submit prior to the ope	on and amendment numi R TO THE HOUR AND D Ited, such change may b	oers. FA ATE SF oe made	eceipt of this amendment on each copy AILURE OF YOUR ACKNOWLEDGEN PECIFIED MAY RESULT IN REJECTI Dy telegram or letter, provided each to	MENT TO BE REC ON OF YOUR OF elegram or letter m	EIVED AT FER. If by takes referen	
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OHECK C	B. THE ABOVI	·····	T/ORDER IS M IN ITEM 14, PI	ODIFIED TO REFLECT URSUANT TO THE AUT	THE AI	GES SET FORTH IN ITEM 14 ARE M DMINISTRATIVE CHANGES (such as Y OF FAR 43.103(b).	<u> </u>		
	D. OTHER (Sp	ecify type of modification	and authority)						
X	1552.217-	71 Option to Ext	end the Te	erm of the Conti	cact	& 52.232-20 Limitation of	of Cost		
E. IMPOR	TANT: Contracto	r 区is not.	is required t	o sign this document an	d return	O copies to t	the issuing office.		
DUNS	Number: (b)			- n	-	solicitation/contract subject matter wh	ere feasible.)		
optio TOPO: LIST	n period ir Anne Weink OF CHANGES:	the amount operg Max Expir	of \$99,2 re Date:	18. See att 03/31/2016		Option Period 1 and d Recap Sheet for k			the
Total New To	Amount for otal Amount	mance End Dat this Modific for this Ver	ation:	\$0.00	-06-	30 to 2015-06-30	, a		30 S
	nued provided herein, all t	erms and conditions of the	document refe	renced in Item 9A or 104), ge ha	retofore changed, remains unchanged	and in full force a	nd effect	
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15B. CON	TRACTOR/OFFERO	R n authorized to sign)	_	15C. DATE SIGNED	11	Moelle Mills	electro Sionati	NIC	ATE SIGNED
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CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-C-12-055/0008/002

PAGE OF

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE		AMOUNT
(A)	(B)	(C)	(D)	(E)		(F)
	New Total Amount for this Award: \$494,322.77		1	,		
	Obligated Amount for this Modification: \$99,218.00 New Total Obligated Amount for this Award:			16		1
	\$179,218.00		10			
	¥1.37210.00		J.	ŀ		8.
	CHANGES FOR LINE ITEM NUMBER: 2			,		•
	Obligated Amount for this modification: \$99,218.00	į.	1	·		
	Exercised option			•		
	NEW DELIVERY LOCATION RECORD:				.77	X
	Amount: \$99,218.00	b	1			
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	NEW ACCOUNTING CODE ADDED:					
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	Beginning FiscalYear 14					
	Ending Fiscal Year 15 Fund (Appropriation) B	E.	ľ	,		
	Budget Organization 87FL					
	Program (PRC) 202BD4X25					
	Budget (BOC) 2505	J.	l		ŀ.	
	Job # (Site/Project)		ſ			
	Cost Organization					n
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i i	Amount: \$40,000.00					
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	Beginning FiscalYear 14			* 9		
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	Fund (Appropriation) B			6	ii.	
	Budget Organization 87FP Program (PRC) 202BD4X25	*			t.	×
	Budget (BOC) 2505				N.	
	Job # (Site/Project)					
	Cost Organization		1			
	DCN-LineID 1487PE4005-001				· ·	# · ·
	Amount: \$59,218.00				a	
J						
9	Section B: Clause, EPA-B-16-102, is revised as	3	4	":		
	follows:	2				
	EPA-B-16-102 ESTIMATED COST AND FIXED FEE					
	Option Period I		1	,	6	
w	(a) The estimated cost of this contract is	a				
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0.0	(b) The fixed fee is \$(b)(4)			(h)	t.	ε.
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CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED SAGE OF EP-C-12-055/0008/002 3 4

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY (C)	UNIT (D)	UNIT PRICE	AMOUNT
(A)	(B)	(0)	(0)	(E)	(F)
	(c) The total estimated cost and fixed fee is \$99,218.				
	Section B: Clause, EPA-B-32-101, is incorporated as follows:			,	
	EPA-B-32-101 LIMITATION OF FUNDS NOTICE (a) Pursuant to the Limitation of Funds clause,	·			a x
	incremental funding in the amount of $\$^{(b)(4)}$ is allotted to cover estimated cost. Funding in the amount of $\$^{(b)(4)}$ is provided to cover the	i :			ч .
a a	corresponding increment of fixed fee. The amount allotted for costs is estimated to cover the				e e
	contractor's performance through 6/30/2015. (b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee				N
÷	Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.				· · · · · · · · · · · · · · · · · · ·
я	(c) Recapitulation of Funds See attached Recap Sheet				
·	Section F: Clause, EPA-F-12-101, is incorporated as follows:	8			
e e	EPA-F-12-101 PERIOD OF PERFORMANCE The period of performance of this contract shall be from 7/24/2013 through 6/30/2015 of all required reports.		Ţ	,	
*	Payment: RTP Finance Center				
at	US Environmental Protection Agency RTP-Finance Center				* *
e e	Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711				
	FOB: Destination Period of Performance: 07/24/2013 to 06/30/2015 All other terms and conditions remain unchanged.	,			* · · · · · · · · · · · · · · · · · · ·
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The above	numbered solicitation is ame	nded as set fo	orth in Item 14. The ho	ur and date specific	ed for r	ecelpt of Offers	is extend	ed: 🔲s not ex	dended.	
						on or as amended, by one of the fol				
- 11 A	15, and reluming					stpt of this amendment on each co:				
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						by telegram or letter, provided each				*
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ri,	appropriation date, etc.	ED CONTRAC SET FORTH	CT/ORDER 18 MODIFIE I IN ITEM:14, PURSUA	NT TO REFLECT I	HE AC	MINISTRATIVE CHANGES (such a OF FAR 43.103(b).	s changes in	paying office,	9	
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NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-65) Prevailbed by GSA FAR (#8 OFR) 63.243

AMENDM	ENT OF SOLICITATION/MODIF	CATION OF	CONTRACT		1. CONTRACT ID CODE	R	PAGE OF	PAGES
2 AMENDM	ENT/MODIFICATION NO.	3. EFFECTI	VE DATE	A R	QUISITION/PURCHASE REQ. NO.	IS PE	1 OJECT NO	33 (if applicable)
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8. NAME AN	D ADDRESS OF CONTRACTOR (No., str.	eet, county, State (and ZIP Code)	(x) ⁹	A. AMENDMENT OF SOLICITATION NO.	***************************************		
10306 E	PECH, INC. PATON PLACE STE 340 VA 220302201			x i	0A. MODIFICATION OF CONTRACT/ORDER EP-C-12-055 0008 0B. DATED (SEE ITEM 13)	NO.		
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Offers mustems 8 and separate little PLAC virtue of the	nd 16, and returning etter or telegram which includes a reference DE DESIGNATED FOR THE RECEIPT OF	t prior to the hou copies of the am- ce to the solicita COFFERS PRIO fer already subr	ir and date specified in the endment; (b) By acknowle tion and amendment numl DR TO THE HOUR AND D nitted, such change may b	solicite dging r pers. F ATE S e made	receipt of Offers	offer subr O BE RE YOUR OI	a) By comple mitted; or (c) CEIVED AT FFER. If by	ting By
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<u> </u>	52-243-2 Changes & D. OTHER (Specify type of modification			OI (Jost			
	D. OTTER (Opeciny type of Installication	n and admonly)	· •	1.				
E. IMPORTA	NT: Contractor 🔲 is not.	🔀 is require	d to sign this document an	d returi	n <u>1</u> copies to the issui	ng office.		
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2.) inc Option Sheet. TOPO: A	rease Option Period	I ceilin	g associated nt of \$15,714	with	ate additional tasks add n these changes; and 3. See attached Recapitula) ful	ly fun	d
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	ovided nerein, all terms and conditions of the ND TITLE OF SIGNER (Type or print)	ne document re	neralicae in itam sa of 10/	16A	retofore changed, remains unchanged and in NAME AND TITLE OF CONTRACTING OFF elle Mills			<u> </u>
15B. CONTR	ACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED	16	Moelle Mills	electr Signa	OHIC	DATE SIGNED /12/2014
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NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

CONTINUATION SUPER	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE O	F
CONTINUATION SHEET	EP-C-12-055/0008/003	2	33

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY (C)	UNIT	UNIT PRICE		AMOUNT (F)
(A)	(B)	(0)	(0)	(E)		167
	Total Amount for this Modification: \$15,714.00 New Total Amount for this Version: \$114,932.00 New Total Amount for this Award: \$510,036.77 Obligated Amount for this Modification: \$15,714.00			٠		
	New Total Obligated Amount for this Award: \$194,932.00					
	CHANGES FOR LINE ITEM NUMBER: 2 Total Amount changed from \$99,218.00 to \$114,932.00 Obligated Amount for this modification: \$15,714.00	(3) (4)	,			
	Level-of-Effort changed to 1,235			in a	. **	* **
·	CHANGES FOR DELIVERY LOCATION: CPOD Amount changed from \$99,218.00 to \$114,932.00					
	NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-87EH-202BD4X22-2504-1487HE4001-001				11	* ₉
	Beginning FiscalYear 14 Ending Fiscal Year 15 Fund (Appropriation) B	3			y A	
	Budget Organization 87EH Program (PRC) 202BD4X22 Budget (BOC) 2504	10		9	*	
	Job # (Site/Project) Cost Organization DCN-LineID 1487HE4001-001			т.		2.5
	Amount: \$15,714.00	*		w	e s	
20 V	Section B: Clause, EPA-B-16-102, is revised as				v	
	follows: EPA-B-16-102 ESTIMATED COST AND FIXED FEE (a) The estimated cost of this contract is			a a a		
	(b) The fixed fee is $(b)(4)$ (c) The total estimated cost and fixed fee is		e.			at a
	114,932.					
	Payment: RTP Finance Center US Environmental Protection Agency				N S	
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CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-C-12-055/0008/003

PAGE 3

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OF

NAME OF OFFEROR OR CONTRACTOR TETRA TECH, INC.

ITEM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT		AMOUNT (F)
	Period of Performance: 07/24/2013 to 06/30/2015 In consideration of the modification agreed to herein as complete equitable adjustments for the Contractor; proposal dated July 17, 2014, the Contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to				
J	such facts or circumstances giving rise to the proposal.			3) 3)	*
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PERFORMANCE WORK STATEMENT TSAWP Multiple-Award Contracts EP-C-12-055 Task Order 8

Watershed Academy and Communications Support

A. BACKGROUND

This task order provides support for EPA's Watershed Academy (see www.epa.gov/watershedacademy) that has been a focal point in EPA for promoting implementation of watershed approaches since 1994. The task order will help support Watershed Academy Webcasts/Webinars and live training as well as development of online Web-based modules and the preparation of other watershed-related outreach/tech transfer documents/multimedia products. Task Order support will also include providing communications support for other water/watershed related issues.

For the base period and each option period, the contractor shall carry out several tasks related to the development of training and outreach materials for the Watershed Academy and as well as other communications/outreach support activities to promote protection and restoration of watersheds. This task order includes activities of low to moderate technical complexity, involving transforming watershed science materials provided by the EPA Task Order Project Officer (TOPO) into effective online training modules, live Webcasts/Webinars, training courses, updating the Catalog of Federal Funding for Watershed Protection Internet database, general support for the Watershed Academy and related watershed communications activities. Key activities under this task order include:

- Kick off meeting at the beginning of the base period and the succeeding four option periods and communications during each of these periods.
- Maintaining and updating Website and online modules for the "Watershed Academy Web" which is an Oracle/Cold Fusion database (see www.epa.gov/watertrain)
- Developing/completing new Watershed Academy Web-based distance learning training modules;
- Conducting live Watershed Academy Webcasts/Webinars (see www.epa.gov/watershedwebcasts);
- Updating the Catalog of Federal funding database (see www.epa.gov/watershedfunding; and
- General communications support for the Watershed Academy and other water/watershed topics.

B. QUALITY ASSURANCE

Quality Assurance (QA) is an important component of EPA's work to assure that minimum quality standards are attained. The contractor shall follow the Quality Management Plan (QMP) that has been customized and incorporated into this TSAWP contract. In addition, the contractor shall document the processes for Quality Assurance that it will follow for the tasks under this

Task Order in a brief Quality Statement (QS). The QS should document the contractor's processes for assuring quality, e.g., standards for accepting and citing existing information (most recent literature, acceptable sources, online resources) method for resolving conflicts in data or information; determining and documenting deviations from processes, (e.g., acceptance criteria).

The Quality Statement shall be submitted to the EPA TOPO for EPA review and approval (see sample Quality Statement attachment). The Quality Statement shall include any Standard Operating Procedures that are relevant to the tasks in the task order. Any quality assurance documents prepared under this task order are not proprietary and may be made publicly available. EPA's Watershed Academy has always emphasized the production of high quality products and toward that end has included the following QA tasks to ensure high quality products for each of the tasks:

Task 1 – There will be a kick-off meeting at the beginning of the base period and each subsequent option period and monthly calls. At the kick-off meeting the QA protocols will be discussed and expectations for monthly calls will be reiterated. At the kick off meeting in each subsequent Option period, QA/QC issues from the previous option period will be discussed, as appropriate, and the contractor shall document any revisions to the QA processes in a revised Quality Statement and submit the revised QS to the EPA TOPO for EPA review and approval.

Task 2 – New online modules must go through a peer review process. The TOPO will identify three peer reviewers (i.e., EPA HQ/Regional staff, state staff or other non-contractor technical experts) who will review each new online module. The contractor shall incorporate peer review comments that are straight-forward and will identify remaining comments where the TOPO's input is needed to address the comments. The contractor shall work with the TOPO to ensure that all comments are addressed and incorporated into the final module, as appropriate.

Online modules may be translated into Spanish as part of this task order. Modules that are translated into Spanish will also need to be peer reviewed to verify that the translation is accurate. Peer review comments on translations will need to be addressed and incorporated into final modules, as appropriate.

Task 3 – The TOPO will choose Webcast speakers who are knowledgeable about the specific Webcast topics and ensure that PowerPoint slides are reviewed by EPA staff for technical accuracy prior to Webcasts. In addition, Webcast participants can submit questions during the Webcast. Also, there will always be an evaluation form for each Webcast. These are two mechanisms for the public to provide feedback on the quality of the Webcast materials. Webcasts are archived and the contractor shall make corrections to the archives, as needed, to correct technical information presented. Finally, the following disclaimer will continue to be included on Webcast flyers and shared at the introduction of each Webcast:

"The materials in this Webcast have been reviewed by EPA staff for technical accuracy. However, the views of the speakers and the speakers organizations are their own and do not necessarily reflect those of EPA. Mention of commercial enterprises, products, or publications does not mean that EPA endorses them."

In addition, for any live training course conducted under this task, trainers should be knowledgeable about the specific topics covered and the TOPO should ensure that PowerPoint slides and other training materials are reviewed by EPA staff for technical accuracy prior to the live training course. In addition, there should always be an evaluation form for each live training course and an opportunity for participants to ask questions during the training. These are two mechanisms for the participants to provide feedback on the quality of the training course and its materials.

Task 4 – The TOPO will work carefully to ensure that Webinar speakers are knowledgeable about the specific EPA Internet Tools or other watershed-related topics to be covered in each Webinar . PowerPoint slides used as part of Webinars will be reviewed by EPA staff for technical accuracy prior to the Webcast. In addition, when the contractor is presenting a Webinar on an Internet tool, the contractor shall prepare an annotated outline with screen shots of information to be presented in the Webinars and this outline will be reviewed by the TOPO and appropriate EPA staff. This review will be used to ensure technical accuracy prior to the Webinar and to make sure that important/new aspects of the application are presented in the Webinar. Webinar participants are also able to submit questions during the Webinar and this provides a mechanism for the public to provide feedback on the quality of the Webinar materials. In addition, the contractor shall prepare an evaluation form at the end of each Webinar for participants to provide feedback on the Webinars. Webinars are archived and the contractor shall make corrections to the archives, as needed, to correct technical information presented. Finally, the following disclaimer will continue to be included on Webinar flyers and shared at the introduction of each Webinar:

"The materials in this Webinar have been reviewed by EPA staff for technical accuracy. However, the views of the speakers and the speakers organizations are their own and do not necessarily reflect those of EPA. Mention of commercial enterprises, products, or publications does not mean that EPA endorses them."

Task 5 – Under this task, the contractor shall update the Catalog of Federal Funding for Watershed Protection annually to provide the latest funding and other information on approximately 90 Federal funding programs for watershed protection related work. Each year the Contractor assists in updating this database to include the most up-to-date information about these funding programs. The contractor shall send emails to the contacts from Federal agencies and work to get updated information to update the database. The contractor shall use information from the contacts and in some cases, their Websites, to update the Catalog.

Task 6 - The contractor provides technical, editorial and graphic support under this task for a wide variety of products including:

technical, editorial, graphic support and a limited number of copies of the Watershed Academy or other Agency publications and developing or assisting in completing draft/final products including: Websites, educational signage/posters/displays, fact sheets, briefing materials, reports, and multi-media products such as online videos, CDs, DVDs, Beta SP, and Digibeta tapes, or other products.

TASK 7 - The contractor shall provide a brief final report on the status of all benchmarks, deliverables and milestones after the Base Period and each subsequent Option Period. This final report will identify any QA issues, if any.

Services and agreed upon deliverables shall be prepared in accordance with the schedules indicated below for each task and in accordance with QA outlined in the task order. The contractor shall revise any draft products in response to EPA's or peer reviewers (or other processes specific in the TO), in response to written technical direction by the TOPO.

C. TASKS

TASK 1: Kickoff Meeting, Reporting and Communication

The contractor shall participate in a Kickoff Meeting with the EPA Task Order Project Officer (TOPO) either in person or via conference call to discuss the following: points of contact, roles and responsibilities, Quality Assurance protocols, timelines, the schedule of benchmarks, milestones and deliverables, establish dates and time for monthly calls, and monthly technical progress reports and general Task Order administrative information.

The contractor shall submit a Draft Quality Statement (QS) to the EPA TOPO prior to the kickoff meeting. The QS shall include any Standard Operating Procedures that are relevant to the tasks in the task order. Specifically, the contractor shall include the Quality Assurance Tasks listed in Section B. above in the Draft QS. The EPA TOPO will review the Draft QS and provide written feedback to the contractor. The contractor shall prepare a final QS incorporating comments and provide the final QS to the EPA TOPO. At the kick off meeting in each subsequent Option periods, QA/QC issues from the previous option period will be discussed, as appropriate, and the contractor shall document any revisions to the QA processes in a revised QS and submit the revised QS to the EPA TOPO for EPA review and approval. Any quality assurance documents prepared under this task order are not proprietary and may be made publicly available.

The EPA TOPO will coordinate and set-up monthly working calls between EPA staff and the contractor's technical lead to discuss the status and progress of the work under this Task Order. The contractor shall participate in these monthly calls. The frequency of the monthly conference calls may be modified based on project status at the request of the contractor and only as approved by EPA. Generally, the contractor shall provide meeting summaries after the monthly calls within five (5) business days in draft form for the TOPO to review, the TOPO will provide any edits and/or comments on the meeting minutes; then final written meeting summaries shall be provided within five (5) business days after receipt of comments from the TOPO. Meeting summaries should include a spreadsheet showing the amount of funds spent on a particular task and projected additional funds needed, and should include annotated notes, as needed.

The contractor shall notify the EPA TOPO of any problems, delays or questions as soon as they arise, including immediate notification of any quality assurance issues, and Task Order delays. The contractor shall provide a monthly progress report in accordance with contract requirements

which will be used for invoice review purposes. All reporting shall be provided in accordance with PWS Sections G & H: Reporting and Deliverables (General Performance).

Task 1 Deliverables:

- Draft Quality Statement for EPA review and approval
- Final Quality Statement for EPA approval (revised Quality Statement, if any in subsequent option periods)
- Monthly conference calls and meeting minutes
- Immediate notification to TOPO of any delays,
- Monthly progress reports and
- Timely Communication

See Contract Level "Surveillance Plan" for specific performance standards and indicators related to this Task. All written materials must be compliance with Section 508 of the Americans with Disabilities Act.

TASK 2: Provide Maintenance of Watershed Academy Web Database and Development of New Modules

EPA's Watershed Academy Web, an online training program on watershed management, at www.epa.gov/watertrain, was updated and put into a Cold Fusion/Oracle database in 2007. This database was built to house the Watershed Academy Web and its approximately 50 online Web modules. This new database was posted on the EPA server in 2010. The contractor shall provide maintenance for updating of the Watershed Academy Web, per written technical direction for the Base period and each Option Period. Examples of maintenance/updating tasks include: assisting with updates (e.g., fixing dead links, making text corrections, etc.) of the content in the database and migrating these updates to the EPA server; editing/updating existing modules or other aspects of the database: modifying templates for new training module formats; preparing Spanish translations of online modules (see QA procedures on page 2 of this task order to be followed for any translations of online modules); and assisting with the development of new training modules. The Website shall comply with all EPA Web standards posted http://yosemite.epa.gov/oei/webguide.nsf/standards-guidance.

The contractor shall develop or complete two (2) Web-based training modules for the database on specific topics identified by the TOPO in the Base Period and for each Option Period. The contractor shall review and improve these modules as deemed necessary and appropriate by such means as conducting a technical peer review, modifying the text and/or graphics, posting on the contractor's Internet server, and assisting with loading the modules to the database on the EPA server.

Regarding the peer review process, the TOPO will identify three peer reviewers (i.e., EPA HQ/Regional staff, state staff or other non-contractor technical experts) who will review each new online module. The contractor shall incorporate peer review comments that are straightforward and shall identify remaining comments where the TOPO's input is needed to address the

comments. The contractor shall work with the TOPO to ensure that all comments are addressed and incorporated into the final module, as appropriate.

Each of the modules shall be delivered (i.e. made available on the contractor's Website) incrementally as they are developed, in a minimum of two (2) draft versions for each module. The first draft shall be complete and Web-accessible but as-yet un-reviewed by TOPO or external reviewers; the second and/or final draft shall have incorporated editorial feedback from the TOPO and peer reviewers, and shall be a reviewed, high quality draft Website for easy finalization on the EPA Website. The contractor shall also develop a PDF version of each of the two Web modules that is easy to download with a single command.

New Module on "Aquatic Resource Awareness for Real Estate Appraisers"

Contractor assistance is needed to develop a new Watershed Academy Web module regarding "Aquatic Resource Awareness for Real Estate Appraisers." A draft PowerPoint module has been prepared by EPA Region 10 and contractor assistance is needed to edit the module, revise/prepare graphics, format it in Articulate, incorporate peer review comments, and assist with posting this module on EPA's server as part of the Watershed Academy Web. The contractor will also prepare an online, form-fillable Watershed Academy Web certificate that can be accessed by users after completion of the module. Appraisers will be provided this certificate which they may submit to their respective state or national Appraisal Foundation for continuing education credits.

Background

Most real estate transactions require an appraisal by licensed appraisers that use the standard Uniform Residential Appraisal Report (URAR) form. Currently this URAR form contains a general check box and description field to identify "...adverse site conditions or external factors..." This location is where aquatic resource Critical Areas (such as wetlands, streams, ponds, etc.) can be identified (see excerpt of URAR form pasted below).

- Critical Areas could play a role in affecting value (positively or negatively) in certain scenarios, even on already improved land.
- Appraisers are not trained in critical areas identification and may leave important Critical
 Areas information out of the appraisal resulting in lawsuits, inaccurate property value,
 and uninformed purchasers.

Gas Sanitary Sewer Alley FEMA Special Flood Hezard Area Yes No FEMA Flood Zone FEMA Map # FEMA Map Date Are the utilities and off-site improvements typical for the market area? Yes No If No, describe	
Are the utilities and off, site improvements bigged for the market grea?	
Language and out-site with exemption that the tree total. The Third is the receipt	
Are there any adverse site conditions or external factors (easements, encroachments, environmental conditions, land uses, etc.)?	scribe

Module Content

EPA Region 10's Aquatic Resources Unit has been working on this project for the last two years. They have consulted with several Washington State appraisers and drafted the following training products:

- 1) Three Real Estate Appraiser Training sections along with Quizzes
 - a. Section 1: Introduction to Aquatic Resources
 - b. Section 2: Identification of Aquatic Resources
 - c. Section 3: Real Estate Appraiser Training Scenario
- 2) Wetland Clue Checklist would like as an attachment in the module that appraisers can print for them to take into the field

The contractor will need to put these separate sections into one consolidated module that includes quiz questions, a link to the the wetlands clue checklist, a link to 404/402 for more information, and a form fillable certificate.

Benefits

Appraisers are often the only "eyes" on a property before it is purchased (besides a realtor). This module will provide narrative on the URAR and will emphasize the importance of knowing if there are critical areas on the properties that are for sale. These issues extend to a variety of real estate projects such as remodels, barn additions or other refinances where critical areas might be encroached upon. Additional Compliance Assistance information about the Clean Water Act Sections 404/402 could be provided as part of the final appraisal report – possibly via a web link.

Increasing real estate appraiser's knowledge of and ability to recognize potential aquatic resources serves to:

- Provide more accurate land valuation
- Increase the knowledge level of the regulated community in effort to decrease aquatic resource violations.
- Increase the regulated community's awareness of CWA 404

Additional Examples of possible modules to be developed or updated include:

- "Nutrient Management" Nutrient management is a high priority water quality issue and contractor assistance is needed to develop a new online module on this topic. The Watershed Academy Web has an existing module on this topic (e.g., Nonpoint Source Pollution with Nitrogen and Phosphorus) but this module is a link to a 1998 paper and we would like to prepare an updated module with the latest scientific/management information. We have some draft PowerPoint presentations on nutrients plus our Nutrient Website at http://www.epa.gov/nutrientpollution which can be a starting point for developing a new module on this topic.
- "Key EPA Internet Tools for Watershed Protection" Contractor assistance is needed to complete the development of an online module on this topic building on an earlier live training course and online materials that are posted at

http://water.epa.gov/learn/training/wacademy/epatools index.cfm. To prepare the draft online module, contractor assistance will be needed to prepare PowerPoint slides plus notes on key EPA Internet Tools for watershed projection, and then work with the EPA TOPO to conduct technical peer review, incorporate peer review comments and assist with adding it to the Watershed Academy Web Cold Fusion, Oracle database that is posted on EPA's server.

• Other modules related to EPA's monitoring, TMDL/watershed, nonpoint source, stormwater, wetlands, oceans, climate change, urban watershed issues, smart grown, capacity building issues, and other watershed-related topics.

The contractor shall have experience in building/maintaining Cold Fusion Web pages with an Oracle back-end and experience in developing training materials.

TASK 3: - Support for Live Webcasts and Training Courses

Watershed Academy has conducted 73 Watershed Academy Webcasts since 2005 on a wide range of watershed/water topics (for more background on Webcasts see www.epa.gov/watershedwebcasts). Webcasts are typically conducted at 1:00pm to 3:00pm EST on week days. Attendees must register online in advance to participate in Webcasts. During the Webcasts, trainees log onto the Web to participate in live training conducted by expert instructors. Participant computers must have the capability of playing sound in order to attend the Webcasts. In advance of webcasts, EPA posts PDF copies of the PowerPoint slides on the Website for participants to download. EPA's Watershed Academy also now offers a downloadable certificate to those that attend webcasts. For those that are not able to register for a Webcast, a streaming audio version of the training is made available after the live seminar and posted on the Web at www.epa.gov/watershedwebcasts.

Under this task the contractor shall provide assistance for at least four Webcasts annually using a Webcast platform that is able to accommodate a large number of attendees, including up to 2,000 attendees. The contractor shall provide logistical support for Webcasts, the streaming audio for the Webcast, and archiving of the Webcasts as identified below. The contractor shall assist with the delivery of each Webcast as requested by the TOPO.

The contractor shall provide the following logistical support for Webcasts including the following:

- Coordinating Webcast presentations with presenters including letting them know the deadlines for submitting Webcast presentations and other related materials;
- Providing travel support for up to one (1) Webcast presenter (e.g., technical expert, state agency staff person) to travel to Washington, DC to conduct their Webcast, as requested by the TOM via technical direction. Note: If the technical expert presenter is not able to pay for their travel expenses, the contractor shall pay their travel expenses as a subcontractor employee. The contractor shall employ or contract with the presenter(s) in order for the travel expenses to be approved and paid for. Travel expenses shall only be

paid to the individuals performing a direct function of the contract. The contractor may not pay for travel for federal government employees.

- Preparing a 1-page flyer to publicize each Webcast, as needed;
- Preparing a list of "additional resources" for each Webcast related to each Webcast topic, as needed;
- Preparing a "certificate" for posting on the Web so that participants can download the certificate after the training;
- Preparing an evaluation form to use at the end of each Webcast and assisting with preparation of polling questions to use during the Webcast;
- Assisting with formatting and editing of Webcast presentations (e.g. adding introductory and question slides, removing animation and talking points, compressing slides and fixing other formatting problems);
- Providing a final PowerPoint file and PDF copy of the Webcast presentation;
- Answering email and phone questions related to the Webcasts;
- Preparing a draft "script" for moderators to use during the Webcasts to introduce and close the Webcasts and for the Q/A sessions and polling questions and serving as moderator, as needed.
- Conducting all or a portion of up to two (2) Webcasts including preparing and presenting PowerPoint presentation on topics such as the "ABCs of TMDLs or other topics, as requested by the TOM; and
- Assisting with follow-up activities after the Webcast such as summarizing number of Webcast attendees and polling data, and reviewing the closed captioning/archives for the Webcasts.

The contractor shall provide the following support for Streaming Audio Webcasts including the following tasks:

- The Webcast platform used by the contractor shall be able to accommodate a large number of attendees, including up to 2,000 attendees. The contractor shall set up a customized Webcast registration page with the EPA and Watershed Academy logos and information on the Webcast and the speakers. Contractor shall also provide a Webcast platform that includes an "audience view" of Webcast materials for participants including copies of the PowerPoint presentations, additional information such as speaker photos, PDF copies of PowerPoint presentations, live questions and answers, polling capabilities, feedback form, closed captioning during Webcasts, link to list of additional resources and certificate for Webcast;
- Conducting the live broadcast with synchronized slides and audio, including monitoring the audio and visual quality of the feeds throughout the broadcast;
- Providing certain features during the live Webcast, including: phone bridge for speaker participation from the DC area as well as other locations in the U.S., automatic slide advancement, instant polling, trouble shooting of participant problems, and live speaker chat.

Archiving Webcasts for Web:

- The contractor shall archive the Webcasts and save them in a format that is section 508 compliant, including closed captioning done during each Webcast, that EPA can use for posting on EPA's Website.
- The contractor shall provide to EPA two copies of a CD which include archived copies of each of the Webcasts suitable for posting on the EPA server. These archived Webcasts should be provided in archived format (including closed captioning) and MP4 format. The CDs shall be delivered via Federal Express, or similar courier service, to avoid irradiation to the TOPO's street address:

Anne Weinberg
United States Environmental Protection Agency
EPA West Building
1301 Constitution Avenue, NW
Room 7417K
Washington, DC 20004
Phone: 202-566-1217

The contractor shall provide support for delivery of 1-2 Watershed Academy training courses identified on the Watershed Academy Website at:

http://water.epa.gov/learn/training/wacademy/wsatrain.cfm (e.g., The Key EPA Internet Tools for Watershed Protection training course at http://water.epa.gov/learn/training/wacademy/epatools_index.cfm, the Introduction to the Clean Water Act, CWA/SDWA course, Watershed Planning Course, Introduction to TMDLs).

Contractor support for live training shall include: designing course visuals and graphics; writing course talking points; developing a wide variety of course materials for exercises and handouts; storyboarding course organization and flow; providing technical speakers or presenters at the TOPO's request; meeting with the TOPO to plan and develop materials; providing logistical meeting support for training events including room/computer rentals; supporting travel of trainers to locations where training is delivered; developing train-the-trainer materials; and preparing/summarizing course evaluation forms. The end products envisioned for this part of the task are revisions and new additions to training packages (instructors' manual, visuals and trainee materials) for live 2-hour to 5-day training sessions. Live training may be done onsite or through the use of webinars.

Task 4: Support for a Webinars on Key EPA Watershed Internet Tools or Other Watershed/Water-Related Topics

The contractor shall provide support for Watershed Academy Webcasts that are delivered using webinar technology such as GotoWebinar, Live meeting or similar online webinar technology. The contractor shall work with the TOPO to develop at least eight (8) Webinars to educate states, EPA Regions, local watershed groups and other stakeholders on the application and use of key EPA Internet-based watershed tools, as well as other watershed/water-related topics. The contractor shall use a collaboration tool (e.g., GotoWebinar, Live meeting or similar online Webinar technology) for these Webinars. The Webinars shall demonstrate how to use key EPA Internet tools in an interactive seminar. Webinars have the advantage of being able to

demonstrate Internet tools in real-time. In addition, Webinars will also be used to present just PowerPoint presentations on key watershed/water-related topics as identified by the TOPO.

These Webinars shall be approximately 1 ½ to 2 hours in length. Some of the Webinars will be presented by the contractor based on materials in the previously developed live course entitled Key EPA Internet-Based Tools for Watershed Management (see

http://water.epa.gov/learn/training/wacademy/epatools index.cfm)

The following are example Internet tools that shall be covered in the Webinars: Watershed Central/Wiki; Nonpoint Source Outreach Toolbox; WATERS; Environmapper for Water; ATTAINS; and any other tools as requested by the TOPO through technical direction. The Webinars will also cover other watershed/water-related topics as identified by the TOPO.

The contractor shall work with the TOPO and the EPA lead for each of the tools/topics to make sure that the most up-to-date features/information are demonstrated in the Webinars. The EPA TOPO, Alternate TOPO if the TOPO is on leave or travel, the PO or the CO are the only individuals authorized to provide technical direction. The EPA lead, if not one of the individuals identified above, may engage in technical communications, but may not issue technical direction. For each of the eight Webinars, the contractor shall assist in setting up the Webinar, assist with preparing the course materials, incorporate comments from EPA TOPO prior to the Webinar, in some cases actually present the information and answer questions from the audience during the Webinar. The contractor shall provide 2 copies of a CD recording of the Webinar in MP4 format and including a transcript so that the Webinars can be posted on the Watershed Academy Website.

The contractor shall use a similar approach to the development and conduct of the Webinars as identified for Webcasts in Task 2, including the following:

The contractor shall provide the following logistical support for Webinars including the following:

- Collaborating with the TOPO to identify the key EPA watershed Internet tools or other water/watershed-related topics to highlight in each Webinar. Where the contractor is presenting all or a portion of the Webinar they shall work to insure that new aspects of Internet tools are highlighted appropriately by sharing a draft annotated outline of the Webinar with screen shots in advance for review by the TOPO and key EPA staff identified for each of the Web tools
- Providing travel support for up to one (1) Webinar presenter (e.g., technical expert, state agency staff person) to travel to Washington, DC to conduct their Webinar, as requested by the TOM via technical direction. Note: If the technical expert presenter is not able to pay for their travel expenses, the contractor shall pay their travel expenses as a subcontractor employee. The contractor shall employ or contract with the presenter(s) in order for the travel expenses to be approved and paid for. Travel expenses shall only be paid to the individuals performing a direct function of the contract. The contractor may not pay for travel for federal government employees.
- Preparing a 1-page flyer to publicize each Webinar, as needed.

- Preparing necessary **PowerPoint presentations** which may be component of the Webinar. The contractor shall assist with formatting of Webcast presentations (e.g. preparing introductory and question slides, talking points, compressing slides, etc.);
- Providing a final PowerPoint file and notes for each Webinar.
- Answering email and phone questions related to the Webinars;
- Preparing a standardized draft "script" for moderators to use during the Webcasts to introduce and close the Webinars.
- Assisting with conduct of at least eight Webinars to explain the key EPA watershed Internet tools and/or other water/watershed-related topics, and providing a transcript (or closed captioning, should technology allow) of the Webinar.
- Assisting with follow-up activities after the Webcast such as summarizing number of Webinar attendees and reviewing the archives/transcript of the Webinars.

The contractor shall provide the following support for conducting the Webinars including the following:

- Assisting with opening registration for the Webinar.
- Ordering transcription of the Webinars so that transcripts of Webinars can be posted on EPA's server after the Webinar to make it section 508 compliant. The TOPO may also request the contractor to provide closed captioning for Webinars as well.
- Assisting with the conduct of the Webinar including trouble shooting of participant problems with live chat/question/answer system.

Archiving Webinars for Web

- The contractor shall be responsible for archiving the Webinars. The contractor will provide a written transcript of each Webinar that EPA can use for posting on EPA's Website.
- The contractor shall also provide to EPA two copies of a CD which includes an MP4 version of each of the Webinars suitable for posting on the EPA server. The CDs shall be delivered via Federal Express, or similar courier service, to avoid irradiation to the TOPO's street address:

Anne Weinberg
United States Environmental Protection Agency
EPA West Building
1301 Constitution Avenue, NW
Room 7417K
Washington, DC 20004
Phone: 202-566-1217

TASK 5: Support for Updating/Maintaining Federal Funding Database for Watershed Protection

The contractor shall annually update/maintain, per technical direction from the TOM, the searchable, Web-based "Catalog of Federal Funding Sources of Watershed Protection" which provides brief summaries of Federal funding programs available for watershed protection. This database was initially developed in 2002/03 and has been updated in 2004 through 2013. The database is currently posted on EPA's public server at: www.epa.gov/watershedfunding. The database was updated in 2012 to run on APEX and it includes information about approximately 90 federal funding programs for watershed protection. The database is searchable and interactive, and was designed to be a user-friendly way for citizens and others to find information about available Federal funding sources for watershed protection.

Under this task, contractor support shall update/maintain the Federal Funding Database including using the Web-based editing application to continue updating the funding information in the database and Website during the Base Period and Option Periods. Anticipated tasks each year include: updating of the database annually with current funding information; soliciting updates from Federal program contacts each year; researching/writing summaries of new Federal programs each year, as appropriate; editing/updating existing program summaries; deleting information on programs that are not funded; adding updated funding information; and editing program information/Website as requested by the TOPO.

TASK 6: - General Communications Support for Watershed Academy and Other Water Topics

The contractor shall provide general support for other communications work related to the Watershed Academy and other water/watershed topics. This editorial/technical/communications support is often needed on a quick turnaround basis as requested by the TOM through technical direction. The following are the types of activities where contactor support may be needed:

- Providing technical, editorial, and graphic support for developing and completing draft/final products including: Websites, educational signage/posters/displays, fact sheets, briefing materials, reports, and multi-media products such as online videos, CDs, DVDs, Beta SP, and Digibeta tapes, or other products. Contractor shall also provide a limited number of copies of Watershed Academy and other Agency publications for limited distribution, within the printing limits of the contract.
- Identifying key messages for products, conducting focus groups, and marketing new products.
- Technical, editorial, graphic or logistical support for the Watershed Academy and other EPA water-related programs including:
 - o Assistance in preparing a new CD of the Watershed Academy Web and/or Webcasts; and assisting with marketing the Watershed Academy through the development of posters, presentations, flyers and other means.
- Logistical support for meetings/training courses (e.g., provision of meeting rooms, facilitators, notetaking, registration, etc.) as requested by the TOPO.

TASK 7: Brief Final Report on Task Order

The contractor shall provide a brief final report on the status of all benchmarks, deliverables and milestones after the Base Period and each subsequent Option Period. This final report will identify any QA issues, if any.

D. SCHEDULE OF BENCHMARKS, DELIVERABLES & MILESTONES

	Base Period: 12 months	
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
. 1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1	Draft Quality Statement for EPA review and approval	Within 10 business days after Kickoff Meeting
1	Final Quality Statement for EPA approval	Within 5 business days after receiving of comments from the TOPO
1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of any delays
1	Contractor identifies any issues with QA procedures and provides revised QA procedures.	Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call
		0 - 364 days after Task Order Award:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO.
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning)	completed Webcast.
·	and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	

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3	Provide support for 1-2 live Watershed	Within 10 - 20 working days of
	Academy courses.	receiving written technical
	·	direction from the TOPO.
4	Deliver at least eight (8) Webinars on key EPA	Within 30 days after a technical
70	Internet tools and other water/watershed-related	direction is issued by the
	topics including sometime conducting the	TOPO.
š	Webinar –and providing logistical support for	
	the Webinar, as indicated above.	9
4	Deliver archived versions of each Webinar	Within 10 working days of a
7	seminar including audio and screen files along	completed Webinar.
		completed webmar.
,	with the written transcript (to comply with	
	section 508 requirements) for posting on the	
	Web, if technology allows. Deliver 2 CD	
	copies of Webinars in MP4 format, including	.]
·	the written transcript of the Webinar. Also,	
	deliver the CD-Rom to EPA via Federal	e e e
	Express or similar courier.	0
5	Update funding information in the Catalog of	Within 20 working days after a
	Federal Funding database, including adding	technical direction issued by the
*	new programs, deleting programs and including	
	up-to-date funding information for each	200
V	program in the Catalog.	
5	Assist with updating database each year to	Within 20 working days after a
п	accommodate info for the new fiscal year and	technical direction issued by the
6	to edit information in	TOM, before 12 months after
	Si at	award.
5	the database, as appropriate	
3		Within 20 working days after a
	and make edits to Catalog of Federal Funding	technical direction issued by the
	Database including adding updated funding	TOPO.
	levels and other program updates for each the	*
	new fiscal year. Research new Federal funding	,
5 gt	programs and add/delete information as	
	appropriate on these programs in the database.	
6	General support (technical/editorial/ graphic	Within 10 - 20 working days
	support) for the Watershed Academy and other	after a technical direction issued
	water-related programs products.	by the TOPO.
Francisco Contraction		
		334 - 364 days after Task
		Order Award:
7	Brief draft final report on status of	Generally within 10 business
	T -	
8		days after receipt of written
	9	technical direction from the
		TOPO.

ſ	7	Brief final report on status of each of the above	Generally within 10 business
	1	tasks, which incorporates feedback from the	days after receipt of written
ļ		ТОРО.	technical direction from the
	3.		торо.

	BEGIN OPTION PERIOD ONE	12 months
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate
1	Contractor identifies any issues with QA procedures and provides revised QA procedures, or revised Quality Statement for EPA review and approval.	notification of delays Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call.
		0-364 days after Period Exercised:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO.
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply	completed Webcast.
* *	with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning)	
	and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	* ;

	b 11 101 11 11 1	Wishing 10 20 months and and of
3	Provide support for 1-2 live Watershed	Within 10 - 20 working days of
	Academy courses.	receiving written technical
		direction from the TOPO.
4	Deliver at least eight (8) Webinars on key EPA	Within 30 days after a technical
	Internet tools and other water/watershed-related	direction is issued by the
	topics including sometime conducting the	TOPO.
	Webinar –and providing logistical support for	
	the Webinar, as indicated above.	· ·
4	Deliver archived versions of each Webinar	Within 10 working days of a
		completed Webinar.
	with the written transcript (to comply with	completed weeman
* 9	section 508 requirements) for posting on the	
*		
74	Web, if technology allows. Deliver 2 CD	
	copies of Webinars in MP4 format, including	*
	the written transcript of the Webinar. Also,	
a z	deliver the CD-Rom to EPA via Federal	
	Express or similar courier.	
5	Update funding information in the Catalog of	Within 20 working days after a
	Federal Funding database, including adding	technical direction issued by the
	new programs, deleting programs and including	TOPO.
Ì	up-to-date funding information for each	
	program in the Catalog.	# # # # # # # # # # # # # # # # # # #
5	Assist with updating database each year to	Within 20 working days after a
	accommodate info for the new fiscal year and	technical direction issued by the
8	to edit information in	TOM, before 12 months after
	the database, as appropriate	award.
5	Send email queries to Federal program contacts	Within 20 working days after a
	and make edits to Catalog of Federal Funding	technical direction issued by the
1	1	TOPO.
	Database including adding updated funding	TOPO.
	levels and other program updates for each the	
	new fiscal year. Research new Federal funding	
	programs and add/delete information as	
	appropriate on these programs in the database.	
6	General support (technical/editorial/ graphic	Within 10 - 20 working days
	1 42 5	after a technical direction issued
	water-related programs products.	by the TOPO.
		334 - 364 days after Period
		Exercised:
7	Brief draft final report on status of	Generally within 10 business
<i>y.</i>	each of the above tasks.	days after receipt of written
1	Caon of the accept tasks.	technical direction from the
		TOPO.
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7	Brief final report on status of each of the above	Generally within 10 business
1 ₀₀	tasks, which incorporates feedback from the	days after receipt of written
	ТОРО.	technical direction from the
ž)	* #	TOPO.

	BEGIN OPTION PERIOD TWO	12 months
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of delays
1	Contractor identifies any issues with QA procedures and provides revised QA procedures, or revised Quality Statement for EPA review and approval.	Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call.
		0 - 364 days Period Exercised:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop 3 (three) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO.
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning) and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	completed Webcast.

3	Provide support for 1-2 live Watershed	Within 10 - 20 working days of
	Academy courses.	receiving written technical
	3	direction from the TOPO.
4	Deliver at least eight (8) Webinars on key EPA	Within 30 days after a technical
7	Internet tools and other water/watershed-related	
• 0	No. 10 10 10 10 10 10 10 10 10 10 10 10 10	direction is issued by the 1010.
	topics including sometime conducting the	
	Webinar –and providing logistical support for	a * "
я	the Webinar, as indicated above.	
4	Deliver archived versions of each Webinar	Within 10 working days of a
	seminar including audio and screen files along	completed Webinar.
~	with the written transcript (to comply with	
*	The state of the s	N 8 8 N
	section 508 requirements) for posting on the	4 1
e)t	Web, if technology allows. Deliver 2 CD	ė .
. *	copies of Webinars in MP4 format, including	v
₹.	the written transcript of the Webinar. Also,	
	deliver the CD-Rom to EPA via Federal	
	Express or similar courier.	
5	Update funding information in the Catalog of	Within 20 working days after a
,	Federal Funding database, including adding	technical direction issued by the
·		
	new programs, deleting programs and including	TOPO.
	up-to-date funding information for each	
	program in the Catalog.	
5	Assist with updating database each year to	Within 20 working days after a
No.	accommodate info for the new fiscal year and	technical direction issued by the
	to edit information in	TOM, before 12 months after
	the database, as appropriate	award.
5	Send email queries to Federal program contacts	Within 20 working days after a
	and make edits to Catalog of Federal Funding	technical direction issued by the
	Database including adding updated funding	TOPO.
	levels and other program updates for each the	* * * * * * * * * * * * * * * * * * *
¥	new fiscal year. Research new Federal funding	
	programs and add/delete information as	
	appropriate on these programs in the database.	
6	General support (technical/editorial/ graphic	Within 10 - 20 working days
6		
	support) for the Watershed Academy and other	after a technical direction issued
	water-related programs products.	by the TOPO.
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A NAME OF THE OWNER OWNER OF THE OWNER O		334 - 364 days after Period
		Exercised:
7	Drief dreft final report on status of	
7	Brief draft final report on status of	Generally within 10 business
	each of the above tasks.	days after receipt of written
		technical direction from the
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	7	Brief final report on status of each of the above	Generally within 10 business
l		tasks, which incorporates feedback from the	days after receipt of written
		торо.	technical direction from the
	r .		ТОРО.

	BEGIN OPTION PERIOD THREE	12 MONTHS
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of delays
1	Contractor identifies any issues with QA procedures and provides revised QA procedures, or revised Quality Statement for EPA review and approval.	Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call.
		0-364 days after Period Exercised:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO.
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in	completed Webcast.
# 85 # #	archived format (including closed captioning) and MP4 format. Also, deliver the CD-Rom to EPA via Federal Express or similar courier.	

	3	Provide support for 1-2 live Watershed	Within 10 - 20 working days of
	3		receiving written technical
		Academy courses.	direction from the TOPO.
<u> </u>		D 1: 41 4 14 (0) W 1: 1 TDA	
	4	Deliver at least eight (8) Webinars on key EPA	
		Internet tools and other water/watershed-related	direction is issued by the TOPO.
		topics including sometime conducting the	
		Webinar –and providing logistical support for	8
		the Webinar, as indicated above.	
	4	Deliver archived versions of each Webinar	Within 10 working days of a
		seminar including audio and screen files along	completed Webinar.
		with the written transcript (to comply with	
		section 508 requirements) for posting on the	* * *
		Web, if technology allows. Deliver 2 CD	
		copies of Webinars in MP4 format, including	
1		the written transcript of the Webinar. Also,	v e
		deliver the CD-Rom to EPA via Federal	€. •
1		Express or similar courier.	ø
	5	Update funding information in the Catalog of	Within 20 working days after a
	5		technical direction issued by the
		Federal Funding database, including adding	
		new programs, deleting programs and including	TOPO.
		up-to-date funding information for each	
		program in the Catalog.	
	5	Assist with updating database each year to	Within 20 working days after a
		accommodate info for the new fiscal year and	technical direction issued by the
			TOM, before 12 months after
			award.
20 20 20	5	Send email queries to Federal program contacts	Within 20 working days after a
		and make edits to Catalog of Federal Funding	technical direction issued by the
		Database including adding updated funding	ТОРО.
		levels and other program updates for each the	# _ y
		new fiscal year. Research new Federal funding	4
		programs and add/delete information as	
		appropriate on these programs in the database.	
	6	General support (technical/editorial/ graphic	Within 10 - 20 working days
	.=.		after a technical direction issued
10		f • • •	by the TOPO.
		And remain brokening broaden.	
			
			334 - 364 days after Period
		· ·	Exercised:
<u> </u>	7	Brief draft final report on status of	Generally within 10 business
	1		days after receipt of written
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		· ·	technical direction from the
L			TOPO.

7	Brief final report on status of each of the above	Generally within 10 business
	tasks, which incorporates feedback from the	days after receipt of written
*	TOPO.	technical direction from the
÷		TOPO.

	BEGIN OPTION PERIOD FOUR	7 Months
TASK	BENCHMARKS/DELIVERABLES/ MILESTONES	SCHEDULE
1	Kickoff Meeting	Within 10 business days of start of Task Order Award
1 .	Monthly Conference Calls and Meeting Minutes, Monthly Progress Reports and immediate notification of TOPO of any delays.	Draft within 5 business days Final within 5 business days after receiving of comments from the TOPO; immediate notification of delays
1	Contractor identifies any issues with QA procedures and provides revised QA procedures, or revised Quality Statement for EPA review and approval.	Within 5 business days of discussing QA issues at a kickoff meeting or monthly conference call.
		0-364 days after Period Exercised:
2	Provide continued support for editing/updating Watershed Academy Web database and modules.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
2	Develop two (two) new training modules and assist with posting in the database on the EPA server including providing PDF versions of modules for posting on Web.	Within 10 - 20 working days of receiving written technical direction from the TOPO.
3	Deliver at least four (4) Webcasts including providing logistical support and streaming audio, as indicated above.	Within 30 days after a technical direction is issued by the TOPO.
3	Deliver archived versions of each seminar including audio files and PowerPoint slides along with the closed captioning (to comply with section 508 requirements) for posting on the Web). Deliver 2 CD copies of Webcasts in archived format (including closed captioning) and MP4 format. Also, deliver the CD-Rom to	completed Webcast.
*	EPA via Federal Express or similar courier.	

3	Provide support for 1-2 live Watershed	Within 10 - 20 working days of
	Academy courses.	receiving written technical
10 to	9 · .	direction from the TOPO.
4	Deliver at least eight (8) Webinars on key EPA	Within 30 days after a technical
	Internet tools and other water/watershed-related	
	topics including sometime conducting the	
	Webinar –and providing logistical support for	
	the Webinar, as indicated above.	
4	Deliver archived versions of each Webinar	Within 10 working days of a
	seminar including audio and screen files along	completed Webinar.
•		completed webliar.
	with the written transcript (to comply with	у в
×	section 508 requirements) for posting on the	, * *;
	Web, if technology allows. Deliver 2 CD	a
	copies of Webinars in MP4 format, including	· ·
	the written transcript of the Webinar. Also,	
5.	deliver the CD-Rom to EPA via Federal	
	Express or similar courier.	W.
5	Update funding information in the Catalog of	Within 20 working days after a
	Federal Funding database, including adding	technical direction issued by the
	new programs, deleting programs and including	
	up-to-date funding information for each	
*	program in the Catalog.	, ,
5	Assist with updating database each year to	Within 20 working days after a
	accommodate info for the new fiscal year and	technical direction issued by the
	to edit information in	TOM, before 12 months after
		award.
5	the database, as appropriate	
) 3	Send email queries to Federal program contacts	Within 20 working days after a
		technical direction issued by the
	Database including adding updated funding	TOPO.
	levels and other program updates for each the	* *
	new fiscal year. Research new Federal funding	W
*	programs and add/delete information as	
	appropriate on these programs in the database.	V 7
6	General support (technical/editorial/ graphic	Within 10 - 20 working days
	support) for the Watershed Academy and other	after a technical direction
	water-related programs products.	issued by the TOPO.
8 8		
Law in the Committee of		
		-6 months after Period
		Exercised:
7	Brief draft final report on status of	Generally within 10 business
/	Brief draft final report on status of	
		days after receipt of written
		technical direction from the
		TOPO.

9000 W 1 • 0 2	Generally within 10 business days after receipt of written technical direction from the TOPO.
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When the Task Order reaches 30 calendar days prior to the end of the Period of Performance in a given period, the contractor shall make a determination that the deliverables, milestones, benchmarks, and any outstanding technical direction from the TOPO, will be satisfactorily completed in the form requested in the PWS by the end of the Period of Performance and for the remaining funding that is available.

If the contractor determines one or more of the above-referenced items will not be able to be completed in the requested form within the period of performance and with the available funding, the contractor shall notify the TOPO and the CO immediately. Within 5 business days of said notification, the TOPO in coordination with the CO will provide technical direction concerning use of the remaining funding to prepare and furnish to the TOPO all interim draft deliverables, interim work products, and any working files in an electronic format which is supported by EPA, for eventual continuation of the project after the end date of the Task Order.

E. REPORTING

All documentation and reporting under this Task Order shall be in compliance with contract requirements. Reference Contract Clause C-1 (c) and Attachment 1, PWS, Section 2.5.3.4, 3.7, and 4.3.7. See contract clause F.2, F.3, and J.2 "List of Attachments, Number 2 - Reports of Work" as supplemented by TO specific instructions under Task 3 of this PWS.

F. DELIVERABLES AND GENERAL PERFORMANCE:

The contractor shall participate in meetings and conference calls arranged by the EPA Task Order Project Officer.

The contractor shall when requested by the TOPO provide supporting documentation when EPA is reviewing draft deliverables to facilitate EPA review and approval of the Contractor's work. Documentation will include the electronic files and detailed, written explanation of all steps and decisions. The Contractor is expected to comply with this request when it is received from the TOPO regardless of whether such a request is described in the individual tasks of this PWS. The Contractor is expected to furnish this information in such manner that no proprietary software will be needed for EPA to read, interpret, replicate or model any work product of this agreement, unless otherwise noted in this PWS or by written permission of the EPA TOPO. The objective is that anyone with the appropriate skill level can use the information produced under this Task Order to check or duplicate the Contractor's work for replication and/or verification. With this understanding of how this Task Order's data will be used, any elements essential to successfully replicating analysis shall be provided to EPA in a

commonly-used format.

The Contractor shall provide both scientific/technical and editorial review as defined in section 2.6 of the Prime Contract Performance Work Statement on any Task Order draft product before submission to the EPA TOPO for review. This process does not need to be performed by an independent peer reviewer. It is expected that all editorial review comments will be addressed before deliverables are furnished to the EPA TOPO for review (in the case of draft deliverables) or acceptance (in the case of final deliverables); and that questions raised by scientific/technical review will be either addressed or discussed with the EPA TOPO prior to the contractor furnishing draft deliverables.

EPA anticipates that the contractor's work will be judged "satisfactory" according to the QASP if Task Order Project Officer edits to deliverables are no more than ten percent (10%) of the content of any draft deliverable, or less than two percent (2%) of any final deliverable. In addition, EPA anticipates that the contractor's work will be judged "satisfactory" according to the QASP if less than ten percent (10%) of the pages of written final deliverables contain Task Order Project Officer edits for such things as grammar, punctuation and format. The EPA TOPO can upon request furnish a copy of the EPA correspondence manual for the contractor's use.

Upon receipt of written technical direction from the TOPO, the contractor shall furnish:

- <u>all deliverables (draft and final)</u> to EPA shall be furnished in an electronic version and in an electronic format that EPA can support (see TSAWP Contract PWS Section 4.0 Deliverables).
- <u>all final deliverables</u> to EPA shall include one (1) electronic copy and two (2) paper copies. All final deliverables shall be prepared according to EPA publication guidelines and shall be compliant with Section 508 of the Americans with Disabilities Act.

All submittals to EPA shall be formatted as described below.

Electronic submissions shall be made in the following manner: electronic Microsoft Word© for any written reports, summaries or analysis documents, Microsoft Excel© format for any and all spreadsheets, raw data, coding and modeling work (including all model runs with essential data to replicate model runs), and Microsoft Access© format for any and all databases or for other data as is approved by the EPA TOPO in writing.

Final electronic submissions shall be on Compact Disk (CD) or Digital Versatile Disc (DVD). The contractor may utilize an FTP, but only if the EPA TOPO gives

written permission. Every electronic document and all of the sections, text, graphs, charts or figures shall be unlocked, open and editable so that EPA may make further changes.

Final paper submissions shall be made in the following manner: two (2) separate and identical copies of all deliverables must be submitted; each separate copy includes all the products due at that date (i.e., Task 1, 2, etc.), and must be submitted in one (1) or more bound volumes, as appropriate, with a title page, an executive summary describing the purpose and content, and an index, located inside the front cover of each bound volume, and electronic copies enclosed in envelopes (or other suitable means) bound in the respective volume. Although PDF versions of materials may be additionally submitted per the contractor's prerogative, neither electronic nor paper PDF versions will be acceptable as any final work product.

Appropriate electronic format that is supported by EPA and printing of all GIS data layers, maps, photos, bench sheets and other written material not easily printed or saved in the above formats will be discussed and a format agreed upon with the EPA TOPO prior to submittal by the contractor.

G. ANTICIPATED TRAVEL

All travel under this Task Order shall be in compliance with contract requirements and only according to specific Technical Direction. (See contract clause H-17). Travel is presently anticipated to be incidental only as needed to meet the EPA TOPO and to provide support for Webcasts/Webinars conducted at EPA Headquarters (Task 3 and 4), and for two Webcast/Webinar presenters (Task 3 and 4) to travel to Washington, DC to participate in a Webcast/Webinar in person. For planning purposes, 12 meetings each base and option period would be for contractor travel to EPA HQ in DC, and two trips for each base and option period would be for Webcast/Webinar speakers to travel to Washington, DC to participate in a Webcast/Webinar in person (for costing purposes assume Webcast/Webinar speakers will travel from a central location such as New Orleans, LA).

H. CONTRACTOR IDENTIFICATION

Contractor personnel shall always identify themselves as Contractor employees by name and organization and physically display that information through an identification badge. Contractor personnel are prohibited from acting as the Agency's official representative.

The Contractor shall refer any questions relating to the interpretation of EPA policy, guidance, or regulation to the EPA Task Order Project Officer.

I. CONFERENCE/MEETING GUIDELINES AND LIMITATIONS:

The EPA projects that none of the individual meetings identified in these tasks will exceed a total cost of \$25,000. The contractor shall immediately notify the EPA Contracting Officer, PO and TOPO of any anticipated individual event involving support for a meeting, conference, workshop, symposium, retreat, seminar or training that may potentially incur \$23,000 or more in cost during performance. Conference expenses are all direct and indirect costs paid by the government and include any associated authorized travel and per diem expenses, room charges for official business, audiovisual use, light refreshments, registration fees, ground transportation and other expenses as defined by the Federal Travel Regulations. All outlays for conference preparation should be included, but the federal employee time for conference preparation should not be included. After notifying EPA of the potential to reach this threshold, the Contractor shall not proceed with the task(s) until authorized to do so by the Contracting Officer.

J. VALIDATION OF TASK ORDER DELIVERABLES FOR SECTION 508 COMPLIANCE

The Contractor shall support the TOPO in conducting a "Final Deliverable Validation" to ensure compliance with Section 508 and the Federal Acquisition Regulations (FAR) related to "electronic and information technology (EIT) deliverables". The Contractor shall furnish certification, in writing, to the TOPO that the Contractor has complied with EPAAR Clause 1552.211-79 "Compliance with EPA Policies for Information Resources Management" (Reference Contract Clause C-1), including the requirement that all electronic and information technology (EIT) deliverables be Section 508 compliant in accordance with the policies referenced at http://www.epa.gov/accessibility/. Reference Contract Clause C-1 (c) and Attachment 1, PWS, Section 2.5.3.4, 3.7, and 4.3.7.

K. QUALITY ASSURANCE SURVEILLANCE PLAN Per contract requirements.

L. NOTIFICATION OF COMPLETION OF TO DELIVERABLES

In the event that the Task Order reaches thirty (30) days prior to the end of the Period of Performance in a given period and the Contractor assesses that the deliverables, benchmarks or milestones will not be able to be completed, the Contractor shall immediately furnish written notification to the TOPO and the Contracting Officer (CO).

Within five (5) business days of receiving this written notification, the TOPO in coordination with the CO will provide written technical direction to the Contractor concerning use of the funds which remain in the Task Order to prepare draft deliverables, interim work products, and any necessary working files in an electronic format which is supported by EPA, and furnish these to the TOPO.

Contract Number Task Order Number Recapitulation Of Funding

Base Period 7/24/2013 to 6/30/2014 **Cost Plus Fixed Fee Estimated Cost** Fixed Fee Initial Award \$60,000.00 Modification 1 \$20,000.00 **Total Funded** \$80,000.00 \$99,995.77 Total Task Order **Balance Unfunded** \$19,995.77 Option Period 1 7/01/2014 to 6/30/2015 Modification 2 \$99,218.00 Modification 3 \$15,714.00 Modification 4 \$30,271.00 **Total Funded** \$145,203.00 Total Task Order \$145,203.00 **Balance Unfunded** \$0.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				CONTRACT ID CODE			PAGE OF PAGES		
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See Schedu		ONLY ADDITES TO M	ODIEICATION	NE CONTRACTS/ORDER	e IT	MODIFIES THE CONTRACT/ORDER N	IO AS DESCE	PIRED IN IT	EM 14
B. 1 C. 1 X 52	HE ABOVE NU appropriation de HIS SUPPLEM -243-2 (UMBERED CONTRAC ate, etc.) SET FORTH	T/ORDER IS N I IN ITEM 14, P T IS ENTERED 2.232-20		THE				
E. IMPORTANT:	Contractor	□is not,	x is required	to sign this document an	d retu	rn1 copies to	the issuing off	ice.	· · · · · · · · · · · · · · · · · · ·
DUNS Numbe 2013 Water The purpos	of AMENDME r: (b)(4) shed Aca	ademy and Co	ommunica	tions Supporto 1.) incor	t por	g solicitation/contract subject matter wi	s added	to th	
Option Per Sheet.	iod I ch Weinber	nanges in tl	ne amoun			h these changes; and See attached Recapi			
Reason for Continued	Modific					r work within scope	10 mm	,	
Except as provided 15A. NAME AND TI			e document refe	erenced in Item 9A or 10	16	heretofore changed, remains unchanged A. NAME AND TITLE OF CONTRACTION CELLE MILLS			
15B. CONTRACTO		thorized to sign)		15C. DATE SIGNED	16	Melle Mills		TRONIC NATURE	16C. DATE SIGNED
(Signa NSN 7540-01-152-8	ture of person au	monzea to sign)					STANI	DARD FOR	M 30 (REV. 10-83)

NSN 7540-01-152-8070 Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

001711114710110117	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE O	F
CONTINUATION SHEET	EP-C-12-055/0008/004	2	33

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Total Amount for this Modification: \$30,271.00 New Total Amount for this Version: \$145,203.00 New Total Amount for this Award: \$540,307.77 Obligated Amount for this Modification: \$30,271.00 New Total Obligated Amount for this Award: \$225,203.00 Incremental Funded Amount changed: from				
1	\$80,000.00 to \$225,203.00 CHANGES FOR LINE ITEM NUMBER: 2				
	Total Amount changed from \$114,932.00 to \$145,203.00 Obligated Amount for this modification: \$30,271.00			a a	
X 137 (6)	Incremental Funded Amount changed from \$0.00 to \$145,203.00	1		×	
	CHANGES FOR DELIVERY LOCATION: CPOD Amount changed from \$114,932.00 to \$145,203.00			si .	
. *	NEW ACCOUNTING CODE ADDED: Account code:			ė	
	14-15-B-87FL-202BD4X25-2505-1487LE4010-001 Beginning FiscalYear 14	W.			
	Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 87FL				
	Program (PRC) 202BD4X25 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1487LE4010-001				
	Amount: \$20,271.00		e		
	NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-30PC-202BD4X35-2505-1430EAS037-001				
	Beginning FiscalYear 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 30PC Program (PRC) 202BD4X35	s.			,
	Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1430EAS037-001 Amount: \$10,000.00			g g	
	Continued				s
				,	e e
	* *	g0 8	li		

CONTINUE A TION OF FEE	REFERENCE NO. OF DOCUMENT BEING CONTINUED	ri .	PAGE (OF
CONTINUATION SHEET	EP-C-12-055/0008/004		3	33

EM NO.	SUPPLIES/SERVICES	QUANTITY	100000000000	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Section B: Clause, EPA-B-16-102, is revised as		- 80		ø
	follows:		j		:
	EPA-B-16-102 ESTIMATED COST AND FIXED FEE				
	(a) The estimated cost of this contract is				
	(b)(4)			8	
	(b) The fixed fee is (b)(4)				
	(c) The total estimated cost and fixed fee is	16			
	145,203.			,	
	Section B: Clause, EPA-B-32-101, is revised as	٠.			9
	follows:	N			
	EPA-B-32-101 LIMITATION OF FUNDS NOTICE				a)
	(a) Pursuant to the Limitation of Funds clause,	ļ		8 0	
	incremental funding in the amount of $\P^{(b)(4)}$ is				
	allotted to cover estimated cost. Funding in the				
	amount of $\$^{(b)(4)}$ is provided to cover the		1		
	corresponding increment of fixed fee. The amount	2:			•
	allotted for costs is estimated to cover the				8
	contractor's performance through 6/30/2015.				9 8.0
	(b) When the contract is fully funded as				
	specified in the Estimated Cost and Fixed Fee	***		ž.	
	Clause (EP 52.216-190), the Limitation of Cost				
	clause shall become applicable.				*
	(c) Recapitulation of Funds		1 1		r
	See attached Recap Sheet				
	Payment:			,	9
	RTP Finance Center			,	
	US Environmental Protection Agency			1	
	RTP-Finance Center				
	Mail Drop D143-02		i l		* 1
	109 TW Alexander Drive	1			
	Durham NC 27711			3,	6
	FOB: Destination				
	Period of Performance: 07/24/2013 to 06/30/2015				
	In consideration of the modification agreed to		1 1		
	herein as complete equitable adjustments for the		[]		
	Contractor's proposal dated September 3, 2014,				
	the Contractor hereby releases the Government				
	from any and all liability under this contract	2)			
	for further equitable adjustments attributable to	*			
	such facts or circumstances giving rise to the	S)c]		
	proposal.				æ
				e e	. *
	d a				
	e e			ø	
2		No.		g 15	
					20
					,
				16	# F
	,	-	13		
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AMEN	DMENT OF SOLICIT	ATION/MODIFIC	ATION OF CONTRACT	 	1. CONTRACT ID CODE		PAGE OF PAGE	B .
2. AME	IDMENT/MODIFICATION	NO.	3. EFFECTIVE DATE	4. RE	QUISITIONPURCHASE RE	Q, NO. 5	PROJECT NO (If ep	pliceble)
005	•		See Block 16C	PR-	CPOD-15-00106			
8. ISSU	DBY	CODE	CPOD	7. A	OMINISTERED BY (If other I	han liem 6) C	ODE CPOD	
	U.S. MAIL ON			CPO			1.5 a Significant of the second	- 3.8 m M m m m
	nvironmental				Environmental			
100	est Martin Lu Code: NWD	ther King D	Live		West Martin Lu il Code: NWD	ither King I	orive	
Spring registry	innati OH 452	68	*	40.000	ncinnati OH 452	268		7
8. NAME	AND ADDRESS OF CON	NTRACTOR (No., street	county, State and ZIP Code)	(x) 9	A. AMENDMENT OF SOLIC	ITATION NO.		
TETRA	TECH, INC.							
10306	EATON PLACE	STE 340		9	B. DATED (SEE ITEM 11)	* .		
FAIRE	AX VA 2203022	201		11				
				x 1	DA. MODIFICATION OF COL	NTRACT/ORDER NO.		
				1 1	P-C-12-055	pa		
*	E 2			1 1	08, DATED (SEE ITEM 13)			
CODE	(b)(4)		FACILITY CODE		07/24/2013			
		L	11. THIS ITEM ONLY APPLIES T	1 1		<u> </u>		
The a	pove numbered solicitation	is amended as set fo	rth in item 14. The hour and date spi	ecified for	receipt of Offers	□is extende	d. Dis not extended	J
			nor to the hour and date specified in t					
	B and 15, and returning		sies of the amendment; (b) By acknow to the solicitation and amendment nu	1		2 A 190 Comment of the control of th	1 1 A 10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
THE	LACE DESIGNATED FOR	R THE RECEIPT OF	OFFERS PRIOR TO THE HOUR AND	DATE SI	PECIFIED MAY RESULT IN	REJECTION OF YOU	R OFFER. If by	
to the	or this amendment you de solicitation and this amend	sire to change an offe dment, and is received	r already submitted, such change may prior to the opening hour and date s	y be made pecified,	by telegram or letter, provid	ed each telegram or le	ter makes reference	
	OUNTING AND APPROP							
See	schedule							
	13. THIS ITEM	ONLY APPLIES TO M	ODIFICATION OF CONTRACTS/ORD	ERS. IT	IODIFIES THE CONTRACT/	order no. As desc	RIBED IN ITEM 14.	
CHECK	ONE A. THIS CHANGE	ORDER IS ISSUED P	URSUANT TO: (Specify authority) T	HE CHAN	GES SET FORTH IN ITEM	14 ARE MADE IN THE	CONTRACT	
-	ORDER NO. IN	ITEM 10A.	'URSUANT TO: (Specify authority) T			e i ku in iu kubasu ku su (m	· · · · · · · · · · · · · · · · · · ·	· .
	B. THE ABOVE NU	JMBERED CONTRAC	T/ORDER IS MODIFIED TO REFLEI IN ITEM 14, PURSUANT TO THE A	CT THE A	DMINISTRATIVE CHANGES	s (such as changes in)	oaying office,	
	вруоривной ов	sie, eic.) SEI FORTH	INTIEM 14, PURSUANT TO THE A	MINORII	T OF PAR 40,103(0).	a to consider receive		
***************************************	C. THIS SUPPLEM	MENTAL AGREEMEN	TIS ENTERED INTO PURSUANT TO	OHTUA	RITY OF:			
	B 081158 (0							
х		y type of modification	and aumony) end the Term of the Con	tront	c 52 232-20 Timit	ation of Cost	3.50	
E. IMPOI	 	····	(X) is required to sign this document			copies to the Issuing of		
	l	☐ is not,	Organized by UCF section headings,					
DUNS	Number: (b)(4)		organizate by o.p. occupii iiouumge,	, monutaring	ècucitations cours act constant			
2013	Watershed Aca	ademy and Co	ommunications Suppo	ort	в			*
The p	urpose of thi	ls modificat	tion is to decrease	Opti	on Period I in	the amount	of \$10,917	
(\$ (b)(4	4.6		from fee); 2) to ex					
forwa	rd \$10,917 fr	com Option 1	Period I to Option	Perio	od 2 (\$\frac{(b)(4)}{} f	rom cost to	cost and \$	(b)(4)
	1		ed Recapitulation o		ds Sheet.			
		erg Max Exp	ire Date: 03/27/201	.8			*	
	OF CHANGES:					e e	a ^è o	
Reasc	n for Modific	cation : Fur	nding Only Action		2	* , *		
Canks	huad		,		2	2		
	nued	a and nandillana at the	donument referenced in term As an	104		inchanged and in full &	you and affect	
	Provided herein, all term		a document referenced in Item 9A or		iretolore changed, remains u NAME AND TITLE OF CO			21
	ge Townsend, Vi				urtney Stallwo		in the second se	ů.
15B. CO	TRACTOR/OFFEROR		15C. DATE SIGNED	168.	UNITED STATES OF AMER	RICA	16C. DATE	SIGNED
	Benge To	unsand	5/22/2015		MYVYKIONI	MIDULE		11/055
	(Signature of person aut	thorized to sign)	31444013	14	(Signature or Conti		- 0 / u	2/1/010
	0-01-152-8070 edition unusable	8 4		* *	U	Presc	IDARD FORM 30 (REV ribed by GSA 48 CFR) 53.243	; 10-83) ⁻
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CONTINUATION	SHEET
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REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-C-12-055/0008/005

PAGE 2

OF 3

TEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	,	AMOUNT
(A)	(B)		(D)	(E)		(F)
a 1	CHANGES FOR LINE ITEM NUMBER: 2- Option Period I					
	Total Amount changed		i i		i "	
	from \$145,203.00 to \$134,286.00		1			
	Obligated Amount for this modification:		1 1			
	-\$10,917.00			,	8	
	Incremental Funded Amount changed from		i I	į.	95	
	\$145,203.00 to \$134,286.00	,				
					1	
	CHANGES FOR ACCOUNTING CODE:		1		f	Y .
	14-15-B-87FP-202BD4X25-2505-1487PE4005-001	3			ì	
	Amount changed from \$59,218.00 to \$48,301.00			81		
				1	1	
	CHANGES FOR LINE ITEM NUMBER: 3- Option Period			9)	
	II		1	1		
	Obligated Amount for this modification: \$10,917.00			P	Ī	
	Incremental Funded Amount changed from \$0.00 to]		,	
	\$10,917.00				ŀ	s
	Exercised option				1	100
	NEW ACCOUNTING CODE ADDED:			· ·		
	Account code:		ł			
	14-15-B-87FP-202BD4X25-2505-1487PE4005-001			· .	n 2	
	Beginning Fiscal Year 14			N		
	Ending Fiscal Year 15					
	Fund (Appropriation) B			1		
	Budget Organization 87FP					
	Program (PRC) 202BD4X25			3		
	Budget (BOC) 2505			Š	9	
	Job # (Site/Project)	1		* 1	. *	
	Cost Organization]			
	DCN-LineID 1487PE4005-001					
	Amount: \$10,917.00				i ·	*
	randante, Atalation		1			
					1	
	Section B. Clause FDA-B-16-102 is revised as			2	,	2
	Section B: Clause, EPA-B-16-102, is revised as follows:			# <u>}</u>		
	EPA-B-16-102 Estimated Cost and Fixed Fee					
	Option Period I		(1			
ii.	(a) The estimated cost of this contract is				v	
	g(b)(4)		1 1			
	(b) The fixed fee is $\$^{(b)(4)}$		1			
	(c) The total estimated cost and fixed fee is				3	8 9 8
	\$134,286					
	AT24,500			e l		
	ED 52 216-190- Ontion Poriod T				(
	EP 52.216-190- Option Period I				2	
	The Limitation of Cost Clause now applies.				90	
	0.54Tes; B. 01.445 . 5D5 D 46 460 . 15 ()			×		ï
	Section B: Clause, EPA-B-16-102, is revised as					*
	follows:	8 8		* 11	27	
	EPA-B-16-102 ESTIMATED COST AND FIXED FEE		1. 1			
	Continued	,				
	g p	6 8		*		
	y.		-	19		
		. *				
	, r					
1	2					
	See .					
	<i>*</i>	I	1 1		I	

CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED SAGE OF EP-C-12-055/0008/005 3 3

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	1	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Option Period 2		17		
	(a) The estimated cost of this contract is				8 8
	\$(b)(4)				
	(b) The fixed fee is \$\(^{(b)(4)}\)		1 1	9	
	(c) The total estimated cost and fixed fee is		1 1	· ·	1
	\$98,603		1 1		
	8			***	· ·
	Section B: Clause, EPA-B-32-101, is incorporated	£ .	łł		
	as follows:	1			D.
	EPA-B-32-101 LIMITATION OF FUNDS NOTICE				8
	(a) Pursuant to the Limitation of Funds clause,	J			
	incremental funding in the amount of $\$^{(b)(4)}$ is		1 1	8	et .
	allotted to cover estimated cost. Funding in the		1 1		
	amount of \$\(\begin{aligned}	Ì	1 1	a n	
	corresponding increment of fixed fee. The amount	ł	H		
	allotted for costs is estimated to cover the		1 1		
	contractor's performance through 7/7/2015.	1		0	2
	(b) When the contract is fully funded as	1]]		3 .
	specified in the Estimated Cost and Fixed Fee				2.4
	Clause (EP 52.216-190), the Limitation of Cost				
	clause shall become applicable.				
	(c) Recapitulation of Funds	ł	1 1	8	v s
	See attached Recap Sheet	ł	1		X u
	See accached Recap Sheec	ļ		*	
9 9	Continue E. Clause BDR E 12 101 de incomented]	ŀ		s 6
a	Section F: Clause, EPA-F-12-101, is incorporated	1		* * *	
	as follows:	Į.			
	EPA-F-12-101 Period of Performance		1 1	,	
ì	The period of performance of this contract shall	ł	1		
	be from 7/24/103 through 6/30/2016 of all	1		\rightarrow	" **
	required reports				3 *
	Payment:	ļ]]	×	
1	RTP Finance Center		ΙI		
	US Environmental Protection Agency			9	
1	RTP-Finance Center (AA216-01)	1	1 1		
	109 TW Alexander Drive	İ	1 1		
	www2.epa.gov/financial/contracts	1			
	Durham NC 27711	· '	l I		8
	FOB: Destination		1 1		
	Period of Performance: 07/24/2013 to 06/30/2016				
	In consideration of the modification agreed to				
	herein as complete equitable adjustments for the	İ			
1	Contractor's proposal dated May 8, 2015, the		i i		
	Contractor hereby releases the Government from				
e e	any and all liability under this contract for	2		9	
	further equitable adjustments attributable to		1 1	*	
,	such facts or circumstances giving rise to the	,			. 12
	proposal.		i i		ii g
			[]	j	i.
1	All other terms and conditions shall remain	[1 1	į	. 1
	unchanged.				
	<i>y</i> √ √ √ √ √ √ √ √ √ √ √ √ √ √ √ √ √ √ √				ix "
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	*				

EP-C-12-055 Task Order 0008

Recapitulation Of Funding To Date By Contract Period

FUNDING ACTION	ESTIMATED COST	FIXED FEE	COST PLUS FIXED FEE
BASE Period	(b)(4)	(b)(4)	
Initial Award	3 520 31	*	\$60,000.00
Modification 1		·	\$20,000.00
Total Funded			\$80,000.00
Total Per Contract	e e		\$99,995.77
Balance Unfunded			\$19,995.77
Option Period 1			
Modification 2			\$99,218.00
Modification 3			\$15,714.00
Modification 4			\$30,271.00
Modification 5	mag.		-\$10,917.00
		9 9	*
Total Funded	, ,	, ,	\$134,286.00
Total Per Contract	\$	\$	\$134,286.00
Balance Unfunded			\$0.00
Option Period 2	. *		
Modification 5			\$10,917.00
Total Funded			\$10,917.00
Total Per Contract			\$98,603.00
Balance Unfunded			\$87,686.00
ϵ]	8 4

EP-C-12-055 Task Order 0008

Recapitulation Of Funding To Date By Contract Period

	a contract the contract that		Constraints on a grant on the	COST PLUS
FUNDING ACTION	ESTIMATED COST		FIXED FEE	FIXED FEE
BASE Period Initial Award Modification 1	(b)(4)		(b)(4)	\$60,000.00 \$20,000.00
Total Funded Total Per Contract Balance Unfunded				\$80,000.00 \$99,995.77 \$19,995.77
Option Period 1 Modification 2 Modification 3 Modification 4 Modification 5		. *		\$99,218.00 \$15,714.00 \$30,271.00 -\$10,917.00
Total Funded Total Per Contract Balance Unfunded	\$ \$			\$134,286.00 \$134,286.00 \$0.00
Option Period 2 Modification 5		£		\$10,917.00
Total Funded Total Per Contract Balance Unfunded		*		\$10,917.00 \$98,603.00 \$87,686.00

AMENDME	NT OF SOLICITATION/MODI	FICATION OF CO	ONTRACT	1. CONTR	ACT ID CODE	PAGE	OF PAGES	
2. AMENDMEN	IT/MODIFICATION NO.	3. EFFECTIVE	DATE	4. REQUISITION/P	URCHASE REQ. NO.		T NO. (If applicable)	
006		See Bloc	k 160	See Schedu	le		*** **** ** **	
6. ISSUED BY	co	DE CPOD	X 100	7. ADMINISTERE	D BY (If other than Item 6)	CODE CI	POD	
US Envi: 26 West Mail Cod	S. MAIL ONLY) ronmental Protectic Martin Luther King de: NWD ati OH 45268			26 West M Mail Code	nmental Protect artin Luther K : NWD i OH 45268		у	2 2
	ADDRESS OF SOUTH AND W			los AMENIOME	THE COLOR AND THE COLOR AND			·····
TETRA TE 10306 EA	CH, INC. TON PLACE STE 340 VA 220302201	street, county, State and	ZIP Code)	9B. DATED (SE	Statement Severation to Ve			
		e.		P-C-12- 0008		DER NO.		8
CODE (b)(4)	TEACH ITY COD	e	10B, DATED (S	22 T			• 1
(D)(7)	FACILITY COD		07/24/2	The state of the s			
		11. THIS ITE	M ONLY APPLIES TO A	MENDMENTS OF S	OLICITATIONS			
virtue of this to the solicite	DESIGNATED FOR THE RECEIPT amendment you desire to change an ation and this amendment, and is received and APPROPRIATION DATA (I	offer aiready submitte elved prior to the oper	ed, such change may be ling hour and date spec	made by telegram	or letter, provided each teleg		reference	H
See Sche	edule		2,00			, ,		
	B. THE ABOVE NUMBERED CONT eppropriation date, etc.) SET FO C. THIS SUPPLEMENTAL AGREEM				IVE CHANGES (such as cha 103(b).	anges in paying offic	с е,	
	D. OTHER (Specify type of modifice	tion and authority)						
x	EPA-B-32-101, Limi	tation of I	Funds Notice		16			
E. IMPORTANT			sign this document and		copies to the I	ssuina office.		
14. DESCRIPT	TION OF AMENDMENT/MODIFICATI		AND THE RESERVE OF THE PROPERTY OF THE ACTION	2 (0.01)	PROCESSION OF THE PROCESSION O	Entertain and the control of		
DUNS Num 2013 Wat TOCOR: A	ber: (b)(4) ershed Academy and nne Weinberg Max E	Communicat	ions Suppor	Ge.				# .
Reason f	or Modification : 'to Option Period I				is to provide	increment	al	
New Tota	1 Amount for this 1 Amount for this 2	Award: \$529	,390.77			2 2 2		5.
	d Amount for this I							
New Tota Continue	1 Obligated Amount	TOE CHIS A	waru: \$285,	44.UU				
	Cl ided herein, all terms and conditions	of the deciment refer	anned in Hom CA as 404	on haratefore of	and romains continues	d in full force and a	Hant	
-	ID TITLE OF SIGNER (Type or print)		enced in item 9A or 10A	16A NAME AND	TITLE OF CONTRACTING			
				Tammy Ada			· ·	
15B. CONTRA	CTOR/OFFEROR		5C. DATE SIGNED	700	ites of America cy Adomo	BLECTROMC SIGNATURE	16C. DATE SIGNED 06/11/2015	
- (Signature of person authorized to sign)				Signature of Contracting Officer)		00/11/2013	
NSN 7540-01-1	52-8070					STANDARD FO	RM 30 (REV. 10-83)	

Prescribed by GSA FAR (48 CFR) 53.243

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE 0F 2
 3

ITEM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Incremental Funded Amount changed: from		+		
	\$225,203.00 to \$285,224.00	}			
	CHANGES FOR LINE ITEM NUMBER: 3				,
	Obligated Amount for this modification: \$60,021.00		1		
	Incremental Funded Amount changed from \$10,917.00		1		
	to \$70,938.00			* *	
	NAME AGGOVERNIA GODE ANDER	¥		ή,	
	NEW ACCOUNTING CODE ADDED: Account code:		1	,	
.74	15-16-B-87EH-202BD4X22-2505-1587HE5005-001	Í .			
	Beginning FiscalYear 15			10 ₁₀ to	# *
9	Ending Fiscal Year 16			,	,
	Fund (Appropriation) B	e:		i i	4
	Budget Organization 87EH				
	Program (PRC) 202BD4X22				* *
	Budget (BOC) 2505				T 600
	Job # (Site/Project)			· ·	e e e
	Cost Organization				5
	DCN-LineID 1587HE5005-001				
	Quantity: 0			Q1	
	Amount: \$22,500.00	1			
	Percent: 22.81878			,	· 1 ',
	Subject To Funding: N	ĺ	1 1	5	
	Payment Address:		1		
	NEW ACCOUNTING CODE ADDED:				
	Account code:	ł.			8
	15-16-B-87FL-202BD4X25-2505-1587LE5004-001			1	
*1	Beginning FiscalYear 15	j	1 :		Į.
	Ending Fiscal Year 16		1)	
	Fund (Appropriation) B	ŀ	1		
	Budget Organization 87FL			'	
	Program (PRC) 202BD4X25				a e
	Budget (BOC) 2505	l	l, i	8	
	Job # (Site/Project)			9	e
	Cost Organization	ľ	1	·	
	DCN-LineID 1587LE5004-001 Quantity: 0	, ·		·	
	Amount: \$37,521.00				N
	Percent: 38.05259				
	Subject To Funding: N	i		3	
	Payment Address:			1	*
	9	l	1		
			1	is a	-
	Section B: Clause, EPA-B-32-101, is revised as	1			
	follows:				
	EPA-B-32-101 LIMITATION OF FUNDS NOTICE			* a	, "
				9-10	5 g
	Option Period II				20
	Continued		(,	
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 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE | OF | 3
 3

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE	AMOUNT (F)
,		+	-		
	(a) Pursuant to the Limitation of Funds clause,	1			
	incremental funding in the amount of \$\frac{(b)(4)}{}\$ is allotted to cover estimated cost. Funding in				
	the amount of $\$^{(b)(4)}$ is provided to cover the		\		
(A	corresponding increment of fixed fee. The amount	1 .	()		
*	allotted for costs is estimated to cover the contractor's performance through 3/19/2016.			e.	
	contractor's performance unrough 3/19/2016.]			
	(b) When the contract is fully funded as	Ì			£ ,
	specified in the Estimated Cost and Fixed Fee		1	3 9	
ĺ	Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.			9	*
	crause sharr become appricable.				
	(c) Recapitulation of Funds		3		
	See the attached Recapitulation of Funds Sheet		İ	ĝ	
	(End of clause)				
Ì	Delivery Location Code: CPOD			±. ∞	*
,	CPOD US Environmental Protection Agency				
	US Environmental Protection Agency 26 West Martin Luther King Drive				
	Mail Code: NWD		l		a a
	Cincinnati OH 45268 USA		ľ	8	s n
	Payment:		ŧ		a a
	RTP Finance Center		ĺ		
	US Environmental Protection Agency			·	, , ,
	RTP-Finance Center (AA216-01) 109 TW Alexander Drive		1	9	
1	www2.epa.gov/financial/contracts				,
	Durham NC 27711				
	FOB: Destination Period of Performance: 07/24/2013 to 06/30/2016			*	
	All other terms and conditions shall remain			9 "	31 s
	unchanged.	1			31
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Contract Number EP-C-12-055 Task Order Number 8 Recapitulation Of Funding

Option Period II from 7/01/2015 to 6/30/2016

Modification 5 Modification 6	(b)(4	\$ (b)((4)	\$10,917.00 \$60,021.00
. 8	et .		3	0 0
Total Funded	9	\$	5.0	\$70,938.00
Total Task Order	4	\$		\$98,603.00
Balance Unfunded	\$	\$		\$27,665.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES		
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. RE	USITION/PURCHASE REQ. NO.	5. PRC	JECT NO.	(If applicable)
007			CPOD-15-00158	A	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	In abbudables
6. ISSUED BY CODE	See Block 16C		MINISTERED BY (if other than Item 6)	CODE	lanon	
(FOR U.S. MAIL ONLY) US Environmental Protection 26 West Martin Luther King E Mail Code: NWD Cincinnati OH 45268		CPC US 26 Mai		ion Ag	ency	
8. NAME AND ADDRESS OF CONTRACTOR (No., street	t, county, State and ZIP Code)	(x) 9/	A. AMENDMENT OF SOLICITATION NO.	·	83 	
TETRA TECH, INC. 10306 EATON PLACE STE 340 FAIRFAX VA 220302201		96	3. DATED (SEE ITEM 11)			
		^ E	A. MODIFICATION OF CONTRACT/ORDS P-C-12-055 008 IB. DATED (SEE ITEM 13)	ER NO.		
CODE (b)(4)	FACILITY CODE		State 1-1997 terripolitika in State 1900 terri in State 1900 terripolitika in State 19			
CODE (D)(4)	FACILITY CODE		07/24/2013		r.	
The above numbered solicitation is amended as set to Offers must acknowledge receipt of this amendment; items 8 and 15, and returning or apparate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change an other to the solicitation and this amendment, and is received 12. ACCOUNTING AND APPROPRIATION DATA (If received)	prior to the hour and date spec pies of the amendment; (b) By to the solicitation and amend OFFERS PRIOR TO THE MO irr already submitted, such cha d prior to the opening hour and	iffied in the solicital acknowledging re ment numbers. F/ UR AND DATE SF inge may be made	ilon or as amended, by one of the following ceipt of this amendment on each copy of th NLURE OF YOUR ACKNOWLEDGEMENT PECIFIED MAY RESULT IN REJECTION O	ne offer submit TO BE REC OF YOUR OFF	By completellitted; or (c) I EIVED AT PER. If by	ting By
See Schedule	,					
fraction to account the second	CT/ORDER IS MODIFIED TO H IN ITEM 14, PURSUANT TO	REFLECT THE A	GES SET FORTH IN ITEM 14 ARE MADE OMINISTRATIVE CHANGES (such as char Y OF FAR 43.103(b). RITY OF:			
				2 2		
D. OTHER (Specify type of modification	THE COMMENSATION OF THE PARTY O					
X Bilateral: FAR 52.23	2-22 Limitation	of Funds	3			
E. IMPORTANT: Contractor [] is not.	(x) is required to sign this do	cument and return	1 copies to the is	suing office.		
14 DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: (b)(4) 2013 Watershed Academy and C			solicitation/contract subject matter where fi	eesible.)		
The purpose of this modifica Period II. See revised cont TOCOR: Anne Weinberg Max Exp LIST OF CHANGES:	ract clause. ire Date: 03/27	/2018	62 from Option Period	l I to (Option	
Reason for Modification: Fun CHANGES FOR LINE ITEM NUMBER Obligated Amount for this mo	: 2 (Option Pe	riod I)	e e e e e e e e e e e e e e e e e e e	,		· ·
Continued	0					
Except as provided herein, all terms and conditions of th	e document referenced in Item					¥ ₃
15A. NAME AND TITLE OF SIGNER (Type or print) George Townsend, Vice Presiden	•	32200	NAME AND TITLE OF CONTRACTING O	FFICER (Typ	e or print)	
George Townsend, Vice Presiden			elle Mills			
15B. CONTRACTOR/OFFEROR Junge Townsend (Signature of person authorized to sign)	15C. DATE S 8/20/20		UNITED STATES OF AMERICA + (Signature of Contracting Officer)	11	160.	DATE SIGNED
(Signature or person sumorized to sign)			(опривште от Солинцинд ЧтСвг)	STANDARI	FORM 30	REV. 10-83)

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

AMENDM	ENT OF SOLIC	ITATION/MODIFIC	ATION OF	CONTRACT		1. CONTRACT ID CODE		PAGE OF	PAGES
2. AMENDMI	ENT/MODIFICATIO	N NO.	3. EFFECTIV	E DATE	4. RI	EQUISITION/PURCHASE REQ. NO.	5. PR	OJECT NO	. (If applicable)
007			See Blo	ock 16C		CPOD-15-00158			<u> </u>
6. ISSUED B	ΙΥ	CODE	CPOD		7. A	DMINISTERED BY (If other than Item 6)	CODE	CPOD	
	.s. MAIL O				CP			9	. "
		Protection				Environmental Protecti			
	c Martin L ode: NWD	uther King D	rive		1	West Martin Luther Kir il Code: NWD	ig Dri	.ve	
	nati OH 45	268			52	ncinnati OH 45268			
***************************************					<u> </u>				
8. NAME AN	D ADDRESS OF Co	ONTRACTOR (No., street	i, county, State ar	nd ZIP Code)	(x) (A. AMENDMENT OF SOLICITATION NO.			*
TETRA T	ECH, INC.				1 L			27	
	ATON PLACE			2	1	B. DATED (SEE ITEM 11)			1 .
FAIRFAX	VA 220302	2201							
					x	OA. MODIFICATION OF CONTRACT/ORDER P-C-12-055	NO.	ų.	,
					1 1	0008			
						OB. DATED (SEE ITEM 13)			
CODE (b))(4)	***	FACILITY CO	DDE		07/24/2013			
			11. THIS IT	EM ONLY APPLIES TO	AMEN	DMENTS OF SOLICITATIONS			
				The hour and date specified to the				ls not e	
	st acknowledge rece ld 15, and returning	District our Manager and Spokester Date and Comment		THE PROPERTY WAS CHOSEN AS IN THE WAY WHERE		ation or as amended, by one of the following n eceipt of this amendment on each copy of the	201 00 20 000		
		***************************************			7 7	FAILURE OF YOUR ACKNOWLEDGEMENT			
THE PLAC	CE DESIGNATED F	OR THE RECEIPT OF	OFFERS PRIO	R TO THE HOUR AND D	ATE S	PECIFIED MAY RESULT IN REJECTION OF	YOUR OF	FFER. If by	
				itted, such change may b ening hour and date spec		e by telegram or letter, provided each telegran	or letter t	makes refer	ence
-		PRIATION DATA (If req							
See Sch	nedule								
	13. THIS ITEM	M ONLY APPLIES TO M	ODIFICATION	OF CONTRACTS/ORDER	RS. IT	MODIFIES THE CONTRACT/ORDER NO. AS	DESCRIBE	ED IN ITEM	14.
CHECK ONE	A. THIS CHANG ORDER NO.	E ORDER IS ISSUED F IN ITEM 10A.	PURSUANT TO	: (Specify authority) THE	CHA	IGES SET FORTH IN ITEM 14 ARE MADE IN	THE CO	NTRACT	
	B. THE ABOVE	NUMBERED CONTRAC	T/ORDER IS I	AODIFIED TO REFLECT	THE A	DMINISTRATIVE CHANGES (such as change	es in nevir	na office	
	appropriation	date, etc.) SET FORTH	IN ITEM 14, P	URSUANT TO THE AUT	HORI	DMINISTRATIVE CHANGES (such as chang Y OF FAR 43,103(b).	- v (., pup.,		
	C. THIS SUPPLE	EMENTAL AGREEMEN	T IS ENTERED	INTO PURSUANT TO A	UTHO	RITY OF:			
	12 150 W	cify type of modification	25.0	tat n					
X	Bilatera	1: FAR 52.23		nitation of E			,		
E. IMPORTAL	d von	☐ is not,		to sign this document an		DE CONTROL SERVICE			
DUNS Nu	(1.) (4		(Organized by	UCF section headings, in	cluding	solicitation/contract subject matter where fea	sible.)		2 4
			ommunica	tions Suppor	+				± €
na		Judomy and o	J	.crqqo cuppor	•				
The pur	pose of th	nis modificat	tion is	to shift \$1,	312	.62 from Option Period	I to	Option	n
		cevised cont:						•	
				: 03/27/2018					
LIST OF	CHANGES:							A 10	
Reason	for Modifi	cation: Fund	ding Onl	y Action			5 F		a ma ^N
									er er
				tion Period					200
Obligat	ed Amount	for this mod	dificati	on: -\$1,312.	62		, s	4	
Continu	ed								
-			e document ref	erenced in Item 9A or 10/		eretofore changed, remains unchanged and in			
IDA. NAME A	ND TITLE OF SIGN	NER (Type or print)			1	NAME AND TITLE OF CONTRACTING OF	FICER (Ty	rpe or print)	
					No	elle Mills		4	•
15B. CONTR.	ACTOR/OFFEROR		·····	15C. DATE SIGNED	16B	UNITED STATES OF AMERICA		160	DATE SIGNED
						9			
	(Signature of person	suthorized to sign)				(Signature of Contracting Officer)			
NSN 7540-01 Previous editi		G	*				STANDAR Prescribed		30 (REV. 10-83)
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CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-C-12-055/0008/007

PAGE OF
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M NO.	8UPPLIES/8ERVICES	QUANTIT	20 10000	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
r I	Incremental Funded Amount changed from \$134,286.00 to \$132,973.38			,	ÿ.
	CHANGES FOR ACCOUNTING CODE: 14-15-B-87FP-202BD4X25-2505-1487PE4005-001 Amount changed from \$48,301.00 to \$46,988.38	z			
	CHANGES FOR LINE ITEM NUMBER: 3 (Option Period II)	*		,	
	Obligated Amount for this modification: \$1,312.62 Incremental Funded Amount changed from \$70,938.00 to \$72,250.62				
2 2 4 7	CHANGES FOR ACCOUNTING CODE: 14-15-B-87FP-202BD4X25-2505-1487FE4005-001 Amount changed from \$10,917.00 to \$12,229.62)*	
e	Delivery Location Code: CPOD CPOD				
	US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD				* * w
	Cincinnati OH 45268 USA Payment:				* 1
	RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01)			٠	
	109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711	ſ			
	FOB: Destination Period of Performance: 07/24/2013 to 06/30/2016 All other terms and conditions shall remain	v			
2	unchanged.				,
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GA MODIFICATION OF CONTRACTIONDER NO. SP-C-12-050 OD.	AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		SE OF PAGES		
CODE CODE	2. AMENDMENT/MODIFICATION N	O. 3. EFF6	ECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	topic ground to come	NO. (If applicable)		
SISKED BY CODE CODD T. ADDIVISTERS BY Grammar was there by CODE CODO	008	See	Block 16C	PR-OW-15-00692				
CPOD U.S. MAIL CONLY U.S. Inviscommental Protection Agency 25 West Martin Luther King Drive 26 West Martin Luther King Drive 26 West Martin Luther King Drive Mail Code: NND Cincinnati OH 45268 M				7. ADMINISTERED BY (If other than Ite	m 6) CODE CF	OD		
TETRA TECH, INC. 10306 EATON PLACE STE 340 FAIRFAX VA 220302201	US Environmental P 26 West Martin Lut Mail Code: NWD	Y) rotection Agen her King Drive		US Environmental Pro 26 West Martin Luthe Mail Code: NWD		У		
TETRA TECH, INC. 10306 EATON PLACE STE 340 FAIRFAX VA 220302201 TAIL STEED CONTRACTORDER NO. SEPCOTTACTORDER NO. SEPCOTTACTO	8. NAME AND ADDRESS OF CONT	RACTOR (No., street, county, S	State and ZIP Code)	(x) 9A. AMENDMENT OF SOLICITATIO	N NO.			
THE PLACE DESIGNATED FOR THE ROBLY APPLIES TO AMENDMENTS OF SOLUCTATIONS The above numbered solicitation is amended as set forth here it. The hour and date specified in the solicitation or as emended, by one of the following methods. (a) set combining copies of the smeandment prior to the hour and date specified in the solicitation or as emended, by one of the following methods. (a) Sy completing theres are not as determined. Opinior and returning Opinior and the specified in the solicitation or as emended, by one of the following methods. (a) Sy completing theres are not as determined Opinior and mendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO RET RECEPTOR OF THE SET OF YOUR ACKNOWLEDGEMENT TO RET RECEPTOR OF THE VIEW AND DATA SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE SECRETION AND ARE ARROWS AND ARE SECRETION AND ARE ARROWS AND ARE SECRETION AND ARE ARROWS AND ARE ARROWS AND ARE ARROWS AND ARE ARROWS AND ARE ARROWS AND ARE ARROWS AND ARROWS AND ARE ARROWS AND ARE ARROWS AND ARE ARROWS AND ARE ARROWS AND ARROWS AND ARE ARROWS AND ARE ARROWS AND ARE ARROWS AND ARE ARROWS AND ARROWS AND ARE ARROWS AND ARE ARROWS AND ARROWS AND ARROWS AND ARE ARROWS AND AR	the strategic part to the strategic property of the strategic of the strategic part of t			x 10A MODIFICATION OF CONTRAC EP-C-12-055	T/ORDER NO.			
The above numbered solicitation is amended as set forth in Iten 14. The bour and date specified for receipt of Offers The above numbered solicitation is amended as set forth in Iten 14. The bour and date specified for receipt of Offers Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as emended, by one of the following methods: (a) By completing Items & and 16, and returning Separate letter or telegram which in violates a reference to the hour and date specified in the solicitation or administration or as one of the following methods: (a) By completing Items & and 16, and returning Separate letter or telegram which in violates a reference to the solicitation and amendment numbers. Pull LINE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIFT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. It by vinue of this amendment, so of barries and solicitation and amendment numbers. Pull provided each telegraph of their makes reference to the solicitation and this amendment and the received prior to the opening hour and date specified. 12. THE SECRETION DATA (If required to the opening hour and date specified.) 13. THE SECRETION OF APPROPRIATION OF CONTRACTIONOPERS. IT MODIFIES THE CONTRACTIONER NO. AS DESCRIBED IN ITEM 14. CHECK ONE 13. THE SECRETION OF APPROPRIATION OF CONTRACTIONOPERS. IT MODIFIES THE CONTRACTION AS DESCRIBED IN ITEM 14. CHECK ONE 14. THE SECRETION OF APPROPRIATION OF CONTRACTIONOPERS IS MODIFIES THE CONTRACTION OF ARCHITICATION OF CONTRACTION OF CONTR	CODE (b)(4)	[FACILI	TY CODE	4 1	·	(ii)		
The Bove numbered solicitation is amended as set forth in Item 14. The how and state specified for receipt of Other Others may acknowledge receipt of its amended as a provide to the hour and state specified in the solicitation or as arrandod, by one of the following methods: (b) by completing copies of the semendent provides and specified in the solicitation and several by one of the following methods: (c) by completing them is and 15, and rearrange) Lendard Sand 15, and rearrange to charge an offer arrange vibration (c) by economic place of the semendent on seath copy of the other submitted or (c) by submitted by the specified of the semendent provides p		100113000 200	1					
12. ACCOUNTING AND APPROPRIATION DATA (if required) See Schedule 13. THIS ITEM NOLLY APPLIES TO MODIFICATION OF CONTRACTS/CRDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14. CHECK ONE A THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify suthority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation does, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF: C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: D. OTHER (Specify type of modification and authority) X. Unilateral: FAR 52.232-22 Limitation of Funds E. (IMPORTANT: Contractor © Is no	Offers must acknowledge receipt of Items 8 and 15, and returning separate letter or telegram which in THE PLACE DESIGNATED FOR virtue of this amendment you deslin	of this amendment prior to the copies of the notudes a reference to the scritte RECEIPT OF OFFERS to change an offer already	e hour and date specified in the e amendment; (b) By acknowle elicitation and amendment num PRIOR TO THE HOUR AND E submitted, such change may b	a solicitation or as amended, by one of the fo dging receipt of this amendment on each colors. FAILURE OF YOUR ACKNOWLEDG NATE SPECIFIED MAY RESULT IN REJEC se made by telegram or letter, provided each	following methods: (a) By company of the offer submitted; BEMENT TO BE RECEIVED TION OF YOUR OFFER.	ompleting or (c) By D AT If by		
See Schedule 13. THIS LITER ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14. CHECK ONE A THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF PAR 43,103(b). C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: D. OTHER (Specify type of modification and authority) X. Unilateral: FAR 52,232-22 Limitation of Funds E.IMPORTANT. Contractor Gills not. [in required to sign this document and return copies to the leaving office. 14. DESCRIPTION OF AMENDMENTIALODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: [Initial or contractor is to provide \$9,200 of funding for Option Period II. TOCOR: Anne Weinberg Max Expire Date: 03/27/2018 LIST OF CHANGES: Reason for Modification: Funding Only Action CHANGES FOR LINE ITEM NUMBER: 3 (Option Period II) Obligated Amount for this modification: \$9,200.00 Incremental Funded Amount changed from \$72,250.62 to \$81,450.62 Continued Secondary of Contractor of Priod II Is NAME AND TITLE OF SIGNER (Type or print) Noelle Mills 158. CONTRACTOR/OFFEROR 158. CONTRACTOR/OFFEROR 159. CONTRACTOR/OFFEROR 150. DATE SIGNED 150. DATE S					\$9.200.00	1		
A THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, sic.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43:103(b). C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: D. OTHER (Specify type of modification and authority) X. Unitateral: FAR 52,232-22 Limitation of Funds E. (MPORTANT: Contractor Sis not. Sis required to sign this document and return opinion of the leaving office. 14 DESCRIPTION OF AMENDMENTIMODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: (D)(4) The purpose of this modification is to provide \$9,200 of funding for Option Period II. TOCOR: Anne Weinberg Max Expire Date: 03/27/2018 LIST OF CHANGES: Reason for Modification: Funding Only Action CHANGES FOR LINE ITEM NUMBER: 3 (Option Period II) Obligated Amount for this modification: \$9,200.00 Incremental Funded Amount changed from \$72,250.62 to \$81,450.62 Continued Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as herelofore changed, remains unchanged and in full force and effect. 15A. NAME AND TITLE OF SIGNER (Type or print) Noelle Mills 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED (Signature of perions authorized to sign) 15C. DATE SIGNED (Signature of correcting Office) 15C. DATE SIGNED (Signature of correcting Office)		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Ne	Increase:	\$3,200.00			
X Unilateral: FAR 52.232-22 Limitation of Funds E. IMPORTANT: Contractor	B. THE ABOVE NUM appropriation date	MBERED CONTRACT/ORDE b, etc.) SET FORTH IN ITEM	R IS MODIFIED TO REFLECT 114, PURSUANT TO THE AU	THE ADMINISTRATIVE CHANGES (such THORITY OF FAR 43,103(b).	.,			
E. IMPORTANT: Contractor	D. OTHER (Specify t	ype of modification and auth	ority)					
E. IMPORTANT: Contractor Dis not. Dis required to sign this document and return copies to the issuing office. 14. DESCRIPTION OF AMENDMENTIMODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: (b)(4) The purpose of this modification is to provide \$9,200 of funding for Option Period II. TOCOR: Anne Weinberg Max Expire Date: 03/27/2018 LIST OF CHANGES: Reason for Modification: Funding Only Action CHANGES FOR LINE ITEM NUMBER: 3 (Option Period II) Obligated Amount for this modification: \$9,200.00 Incremental Funded Amount changed from \$72,250.62 to \$81,450.62 Continued Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect. 16A. NAME AND TITLE OF SIGNER (Type or print) Noelle Mills 15B. CONTRACTOR/OFFEROR (Signature of person sulmorized to sign) 16C. DATE SIGNED (Signature of Contracting Officer) 16C. DATE SIGNED (Signature of Contracting Officer)	X Unilateral	: FAR 52.232-2:	2 Limitation of	Funds				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) DUNS Number: (b)(4) The purpose of this modification is to provide \$9,200 of funding for Option Period II. TOCOR: Anne Weinberg Max Expire Date: 03/27/2018 LIST OF CHANGES: Reason for Modification: Funding Only Action CHANGES FOR LINE ITEM NUMBER: 3 (Option Period II) Obligated Amount for this modification: \$9,200.00 Incremental Funded Amount changed from \$72,250.62 to \$81,450.62 Continued Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect. 15A NAME AND TITLE OF SIGNER (Type or print) Noelle Mills 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED (Signature of person sufforized to sign) 16C. DATE SIGNED (Signature of Contracting Office) 16D. Op/16/2015			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		to the lessing office			
LIST OF CHANGES: Reason for Modification: Funding Only Action CHANGES FOR LINE ITEM NUMBER: 3 (Option Period II) Obligated Amount for this modification: \$9,200.00 Incremental Funded Amount changed from \$72,250.62 to \$81,450.62 Continued Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect. 15A NAME AND TITLE OF SIGNER (Type or print) Noelle Mills 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA **Contracting Officer** 16C. DATE SIGNED 09/16/2015	DUNS Number: (b)(4)	T/MODIFICATION (Organize		•	202	II.		
CHANGES FOR LINE ITEM NUMBER: 3 (Option Period II) Obligated Amount for this modification: \$9,200.00 Incremental Funded Amount changed from \$72,250.62 to \$81,450.62 Continued Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect. 15A NAME AND TITLE OF SIGNER (Type or print) 16A NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Noelle Mills 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED (Signature of person authorized to sign) 16C. DATE SIGNED 09/16/2015		g Max Expire D	Pate: 03/27/2018					
Obligated Amount for this modification: \$9,200.00 Incremental Funded Amount changed from \$72,250.62 to \$81,450.62 Continued Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect. 15A. NAME AND TITLE OF SIGNER (Type or print) 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Noelle Mills 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA 16C. DATE SIGNED 09/16/2015	Reason for Modifica	tion: Funding	Only Action			<u> </u>		
Noelle Mills 158. CONTRACTOR/OFFEROR 150. DATE SIGNED 168. UNITED STATES OF AMERICA 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED 160. DATE SIGNED	Obligated Amount for Incremental Funded Continued Except as provided herein, all terms a	or this modific Amount changed	ation: \$9,200.0 from \$72,250.6	0 2 to \$81,450.62 A, as heretofore changed, remains unchanged				
(Signature of person authorized to sign) The elle Thill SEPARTURE (Signature of Contracting Officer) 09/16/2015	THE PERSON CHARLES THE PERSON STEELS	113kg or bruin)			Ciriotic (1960 or)	y		
2000 100 2001 20 200	w ^a		15C, DATE SIGNED	Moelle Mills	SHONATURE			
	NSN 7540-01-152-8070	erzeu to aigny		(Signature or Condacting C		RM 30 (REV. 10-83)		

Prescribed by GSA FAR (48 CFR) 53.243

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CONTINUATION SUEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED		8		PAGE	OF	
CONTINUATION SHEET	EP-C-12-055/0008/008	To the state of th	Y April 10 May - Industrial Confession - Industrial Co		2	3	

(A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	(D)	UNIT PRICE (E)	AMOUNT (F)
	NEW ACCOUNTS OF A PARTY				
	NEW ACCOUNTING CODE ADDED: Account code:	ĺ	Î î		Œ
	15-16-B-87EK-202BD4X22-2505-1587KE5014-001	=			
	Beginning FiscalYear 15				
8. 2	Ending Fiscal Year 16	N		,	2
	Fund (Appropriation) B			1)
	Budget Organization 87EK	l			
	Program (PRC) 202BD4X22	ł	1.		'
	Budget (BOC) 2505				·
	Job # (Site/Project) Cost Organization			3	e e
	DCN-LineID 1587KE5014-001			25	9
	Amount: \$9,200.00				
	Delivery Location Code: CFOD	**		5	,
	CPOD	ļ	1.		
	US Environmental Protection Agency	10			
	26 West Martin Luther King Drive	İ		e 1	
	Mail Code: NWD			e a	is .
	Cincinnati OH 45268 USA	*		76	*
				1 1	* *
	Payment:	· ·			
	RTP Finance Center US Environmental Protection Agency			7. 10	
	RTP-Finance Center (AA216-01)				** ;
	109 TW Alexander Drive		1	p.	8
	www2.epa.gov/financial/contracts			,	10
	Durham NC 27711				
	FOB: Destination		2.		
	Period of Performance: 07/24/2013 to 06/30/2016	ľ			
	All other terms and conditions shall remain				
	unchanged.				
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AMENDMENT OF SOLICITATION/MODIFIC	ATION OF CONTRACT	1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
009	See Block 16C	PR-R4-16-00098	
6. ISSUED BY CODE	CPOD	7. ADMINISTERED BY (if other than Item 6)	CODE CPOD
(FOR U.S. MAIL ONLY) US Environmental Protection 26 West Martin Luther King I Mail Code: NWD Cincinnati OH 45268	Agency	CPOD US Environmental Protect: 26 West Martin Luther Kin Mail Code: NWD Cincinnati OH 45268	to develop the second s
8. NAME AND ADDRESS OF CONTRACTOR (No., stree	f, county, State and ZIP Code)	9A. AMENDMENT OF SOLICITATION NO.	
TETRA TECH, INC. 10306 EATON PLACE STE 340 FAIRFAX VA 220302201		9B. DATED (SEE ITEM 11)	
*	·	x 10A MODIFICATION OF CONTRACT/ORDER 0008 10B. DATED (SEE ITEM 13)	R NO.
CODE (b)(4)	FACILITY CODE	07/24/2013	
	11. THIS ITEM ONLY APPLIES TO	AMENDMENTS OF SOLICITATIONS	
The above numbered solicitation is amended as set for Offers must acknowledge receipt of this amendment planes 8 and 15, and returning separate letter or telegram which includes a reference THE PLACE DESIGNATED FOR THE RECEIPT OF virtue of this amendment you desire to change an offer reference to the solicitation and this amendment, and	prior to the hour and date specified in the ples of the amendment; (b) By acknowed to the solicitation and amendment num OFFERS PRIOR TO THE HOUR AND I ar already submitted, such change may	ie solicitation or as amended , by one of the following ledging receipt of this amendment on each copy of th mbers. FAILURE OF YOUR ACKNOWLEDGEMENT DATE SPECIFIED MAY RESULT IN REJECTION OF be made by telegram or letter, provided each telegra	e offer submitted ; or (c) By TO BE RECEIVED AT YOUR OFFER If by
12. ACCOUNTING AND APPROPRIATION DATA (If req		t Increase:	\$10,000.00
See Schedule		RS. IT MODIFIES THE CONTRACT/ORDER NO. AS	
	CT/ORDER IS MODIFIED TO REFLEC 1 IN ITEM 14, PURSUANT TO THE AU	IE CHANGES SET FORTH IN ITEM 14 ARE MADE II T THE ADMINISTRATIVE CHANGES (such as chang ITHORITY OF FAR 43.103(b). AUTHORITY OF:	
D. OTHER (Specify type of modification	and authority)	- · ·	
X Unilateral: FAR 52.2		Funds	
			and the same of th
E. IMPORTANT: Contractor X Is not. 14. DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: ((b)(4)	☐ is required to sign this document a (Organized by UCF section headings, i		
TOCOR: Anne Weinberg Max Exp LIST OF CHANGES: Reason for			4
This modification is issued 1. To provide \$10,000.00 in 2. To update the Limitation 3. All other terms and cond	incremental funding of Funds Notice cl	g for Option Period II.	ges:
CHANGES FOR LINE ITEM NUMBER			
Obligated Amount for this mo Continued	dification: \$10,000	.00	
Except as provided herein, all terms and conditions of the 15A. NAME AND TITLE OF SIGNER (Type or print)	ne document referenced in Item 9 A or 1	10A, as heretofore changed, remains unchanged and 16A. NAME AND TITLE OF CONTRACTING OF	
	*	Noelle Mills	2
15B. CONTRACTOR/OFFEROR	15C, DATE SIGNED	16B. UNITED STATES OF AMERICA **ROOF TIMES**	16C. DATE SIGNED ELECTRONIC SIGNATURE 01/22/2016
(Signature of person authorized to sign) NSN 7540-01-152-8070		(Signature of Contracting Officer)	STANDARD FORM 30 (REV. 10-83)

Previous edition unusable

Prescribed by GSA FAR (48 CFR) 53.243

 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 PAGE OF 2
 3

TEM NO.	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Incremental Funded Amount changed from \$81,450.62				
	to \$91,450.62			e /	
	NEW ACCOUNTING CODE ADDED:				36
	Account code:				
	16-17-B-04W00WD-ZZZGF2-2561-1604VX6001-001		1		a u
	The bar and the second of the		ľ	27 M. 17	7
	Beginning FiscalYear 16			2	
	Ending Fiscal Year 17		l		
	Fund (Appropriation) B				
9	Budget Organization 04W00WD				
	Program (PRC) ZZZGF2				** ·
	Budget (BOC) 2561		1		*
	Job # (Site/Project)		l		
	Cost Organization				
	DCN-LineID 1604VX6001-001			6	
	Quantity: 0				w w
ĕ	Amount: \$10,000.00				**
	Percent: 10.14168		1		
	Subject To Funding: N	1			1 *
	Payment Address:	1:			
	RTP Finance Center		1		
	US Environmental Protection Agency		i	-	*
	RTP-Finance Center (AA216-01)	-			•
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	109 TW Alexander Drive	ľ			200 S
	www2.epa,gov/financial/contracts		ļ.	u.	
	Durham NC 27711			•	
	Continue Dr. Clause Dr. D. 20 101 de decembre			," *	*
	Section B: Clause, EPA-B-32-101, is incorporated as follows:		ļ	· ·	
	as lollows:		1		
	EPA-B-32-101 LIMITATION OF FUNDS NOTICE		l		
	(a) Pursuant to the Limitation of Funds clause,				£,
	incremental funding in the amount of \$(b)(4)				
		*	ĺ		
	is allotted to cover estimated cost. Funding in		1		
	the amount of $\$^{(b)(4)}$ is provided to cover the	ł	ļ	* a * *	
	corresponding increment of fixed fee. The amount				
	allotted for costs is estimated to cover the			1	
	contractor's performance through 05/27/2016.		1		51
		1.0	1		2
	(b) When the contract is fully funded as		ł		*
	specified in the Estimated Cost and Fixed Fee		1		S 5
	Clause (EP 52.216-190), the Limitation of Cost	1]		
	clause shall become applicable.		1		25 20
					e e
	(c) Recapitulation of Funds are shown on the		1		4 .
	attached.				
	Delivery Location Code: CPOD				
	CPOD	1			. *
	US Environmental Protection Agency	1			ą.
	26 West Martin Luther King Drive			rg sign	4. ·
	Continued				
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CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-C-12-055/0008/009

PAGE OF

ITEM NO.	SUPPLIES/SERVICES	QUANTITY		UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
S	Mail Code: NWD				
	Cincinnati OH 45268 USA	ł .		IS.	
	Payment:				2° 0
26	RTP Finance Center	1			
	US Environmental Protection Agency	Ì			
	RTP-Finance Center (AA216-01) 109 TW Alexander Drive			,	* .* * * * * * * * * * * * * * * * * *
*	www2.epa.gov/financial/contracts				
	Durham NC 27711				
	FOB: Destination				
	Period of Performance: 07/24/2013 to 06/30/2016				l .
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Contract EP-C-12-055, Task Order 0008 Option Period II recapitulation shown below:

Option Period II from 7/01/2015 to 6/30/2016

	Estimated Cost	Fixed Fee	Cost Plus Fixed Fee
Modification 5	\$ ^{(b)(4)}	(b)(4)	\$10,917.00
Modification 6	\$	\$	\$60,021.00
Modification 7			\$1,312.62
Modification 8			\$9,200.00
Modification 9			\$10,000.00
Total Funded	\$, \$	\$91,450.62
Total Task Order	\$	\$	\$98,603.00
Balance Unfunded			\$7,152.38

AMEND	MENT OF SOLIC	TATION/MODIFICA	TION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES
2. AMEND	MENT/MODIFICATION	N NO.	3. EFFECTIVE DATE	4. REC	L UISITION/PURCHASE REQ. NO.	5. PR	ROJECT NO. (If applicable)
010			See Block 16C	PR-C	POD-16-00023		
6. ISSUED	BY	CODE	CPOD	7. AD	MINISTERED BY (If other than Item 6,) CODE	E CPOD
US En 26 We Mail		Protection uther King D		26 Mai	D Environmental Prote West Martin Luther 1 Code: NWD cinnati OH 45268		
8. NAME A	AND ADDRESS OF CO	ONTRACTOR (No., street,	county, State and ZIP Code)	(x) 9A	AMENDMENT OF SOLICITATION N	О,	
10306	TECH, INC. EATON PLACE X VA 220302			98 x 10	DATED (SEE ITEM 11) A. MODIFICATION OF CONTRACT/OP-C-12-055	RDER NO.	
				1	008		
CODE	(b)(4)		FACILITY CODE		3. DATED (SEE ITEM 13)	<u>*</u>	E. U
			11. THIS ITEM ONLY APPLIE		7/24/2013		
virtue of reference 12. ACCO	this amendment you one to the solicitation an	desire to change an offe	already submitted, such change a received prior to the opening ho	e may be made			makes
	13. THIS ITE	M ONLY APPLIES TO M	DDIFICATION OF CONTRACTS/	ORDERS, IT M	ODIFIES THE CONTRACT/ORDER NO	D. AS DESCRIB	ED IN ITEM 14.
CHECK O	ORDER NO.				SES SET FORTH IN ITEM 14 ARE MA MINISTRATIVE CHANGES (such as o OF FAR 43.103(b).		
			4				
21	C. THIS SUPPLI	EMENTAL AGREEMEN'	'IS ENTERED INTO PURSUAN'	T TO AUTHOR	TY OP:		4 8.4
		cify type of modification	St. See See See See See See See See See Se				
<u>X</u>	- Control of the Cont		32-22 Limitation				
E. IMPORT		🗵 is not.	is required to sign this docum			he lesuing office	
	Number: (b)(4		Organized by UCF section headi	ings, including s	olicitation/contract subject matter whe	ere feasible.)	W.
			ire Date: 03/27/2	2018			
			Modification : H		Only Action		
	or indirect				Period I from the All other terms an		
CHANGE	ES FOR LINE	ITEM NUMBER	. 2	56			* 49 (90) 24 -
Obliga	ated Amount	for this mod	dification: \$ (b)(4)		1		4
Increm	mental Funde	ed Amount ch	anged from \$(b)(4)	t	o \$ (b)(4)		
Contin	nued						
*************			e document referenced in Item 9		retofore changed, remains unchanged		
IDM. NAM	E AND TITLE OF SIG	NER (Type or print)	9		NAME AND TITLE OF CONTRACTIN	NG OFFICER (T	ур о ог рппц
15B. CON	TRACTOR/OFFEROR		15C, DATE SIGN		lle Mills UNITED STATES OF AMERICA	i, .	16C, DATE SIGNED
	w. with the thinks		ivo, ente dioi	100.	OTHER STREET OF PRINCIPLE	10 m	,
	(Signature of person	euthorized to sign)			(Signature of Contracting Office		
	-01-152-8070 edition unusable						RD FORM 30 (REV. 10-83) ed by GSA

FAR (48 CFR) 63.243

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 CONTINUATION SHEET
 REFERENCE NO. OF DOCUMENT BEING CONTINUED
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 2

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	. A	MOUNT
(A)	(B)	(C)	(D)	(E)	*	(F)
	CHANGES FOR ACCOUNTING CODE: 14-15-B-87FL-202BD4X25-2505-1487LE4003-001 Amount changed from \$(b)(4)\$ to \$(b)(4)					
	Percent changed from 27.54764 to 30.64964			•		
	Section B: Clause, EPA-B-32-101, is incorporated as follows:			· ·		y ·
	EPA-B-32-101 LIMITATION OF FUNDS NOTICE			u	*	£
2	EPA-B-32-101 LIMITATION OF FUNDS NOTICE (a) Pursuant to the Limitation of Funds clause, incremental funding in the amount of $\$^{(b)(4)}$			٧.		
	is allotted to cover estimated cost for Option Period I. Funding in the amount of $^{(b)(4)}$ is provided to cover the corresponding increment of			e e		
N.	fixed fee for Option Period I. The amount allotted for costs is estimated to cover the contractor's performance through June 30, 2015.				, ·	
,	(b) When the contract is fully funded as specified in the Estimated Cost and Fixed Fee Clause (EP 52.216-190), the Limitation of Cost clause shall become applicable.					
	(c) Recapitulation of Funds is on the attached			4	*	
	page. Delivery Location Code: CPOD CPOD			a a	N 45	
200	US Environmental Protection Agency 26 West Martin Luther King Drive Mail Code: NWD Cincinnati OH 45268 USA				n, 3	
,	Payment: RTP Finance Center					4
i.	US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02	,		. 1		
	109 TW Alexander Drive Durham NC 27711 FOB: Destination					• 2
	Period of Performance: 07/24/2013 to 06/30/2016					
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	A. A				*	
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Contract EP-C-12-055, Task Order 0008 Option Period I recapitulation shown below:

C	ption Period 1 7/01/2	2014 to 6/30/2015	
Modification 2	(b)(4)	(b)(4)	\$99,218.00
Modification 3			\$15,714.00
Modification 4	P	10	\$30,271.00
Modification 5	-		-\$10,917.00
Modification 7			-\$ ^{(b)(4)}
Modification 10			\$
Total Funded	·-\$		\$134,131.55
Total Task Order	\$!	\$145,203.00
Balance Unfunded			\$11,071.45
	20	ļ.	

AMEN	MENT OF SOLICITA	ATION/MODIFIC	ATION OF CONT	RACT		1. CONTRACT ID CODE	PAG	E OF PAGES	2
2. AMEN	DMENT/MODIFICATION	NO.	3. EFFECTIVE DATE	=	4. RE	QUISITION/PURCHASE REQ. NO.		T NO. (If applic	able)
011	and the second s		See Block	16C	PR-	OW-16-00191			
3. ISSUE	D BY	CODE	CPOD		7. AC	MINISTERED BY (if other than Item 6)	CODE	POD.	
JS Er 26 We Mail	U.S. MAIL ONI nvironmental P est Martin Lut Code: NWD innati OH 4520	Protection ther King E	Agency		26 Mai	DD Environmental Protecti West Martin Luther Kir .1 Code: NWD ncinnati OH 45268	on Agen	1.	
NAME	AND ADDRESS OF CON	TRACTOR (No. street	county State and ZIP C	ode)	19/	A. AMENDMENT OF SOLICITATION NO.			
ETRA 0306	TECH, INC. EATON PLACE AX VA 2203022	STE 340	, 		(X) 91	3. DATED (SEE ITEM 11)	. NO		
	٠		,		0	DA. MODIFICATION OF CONTRACT/ORDEF P-C-12-055 008 DB. DATED (SEE ITEM 13)			
CODE	(b)(4)		FACILITY CODE			07/24/2013			
			11. THIS ITEM O	NLY APPLIES TO A	MEND	MENTS OF SOLICITATIONS			
THE P virtue referen 12. ACC	PLACE DESIGNATED FOR of this amendment you de- nce to the solicitation and to OUNTING AND APPROPE	R THE RECEIPT OF I sire to change an offe this amendment, and	OFFERS PRIOR TO T er already submitted, to is received prior to the	HE HOUR AND DA such change may be copening hour and	TE SP e made date s	AILURE OF YOUR ACKNOWLEDGEMENT ECIFIED MAY RESULT IN REJECTION OF by telegram or letter, provided each telegra pecified. Crease;	YOUR OFFER	If by	
ee S	Schedule 13. THIS ITEM (ONLY APPLIES TO M	IODIFICATION OF CO	NTRACTS/ORDERS	S. IT L	ODIFIES THE CONTRACT/ORDER NO. AS	DESCRIBED IN	ITEM 14.	
									
CHECK						GES SET FORTH IN ITEM 14 ARE MADE II			
			CT/ORDER IS MODIF I IN ITEM 14, PURSU T IS ENTERED INTO			DMINISTRATIVE CHANGES (such as chang Y OF FAR 43,103(b). RITY OF:	es in paying off	ice,	
		1							
		y type of modification	2				1		
X	Unilatera	1: FAR 52.2	232-20 Limit	ation of	Cos	t	· · · · · · · · · · · · · · · · · · ·		
E. IMPO	RTANT: Contractor	⊠ is not.	is required to sign	n this document and	d return	copies to the las	uing office.		
ouns Tocop	Number: (b)(4) R: Anne Weinbe	erg Max Exp	ire Date: 0	3/27/2018		solicitation/contract subject matter where fed Only Action	asible.)		4
l. To incre ?. T	provide increase fully fur	remental funds Option Limitation	nding in the Period 2. of Funds N	e amount o	of s	owing contractual changes, 1,152.38 for Option Person as shown on the attack	eriod 2.	This	
	GES FOR LINE I	TEM NUMBER	: 3					0 <u>§</u>	
Except a			ne document reference	ed in Item 9 A or 10.		eretofore changed, remains unchanged and NAME AND TITLE OF CONTRACTING OF			
				*	No	elle Mills			
15B. CO	NTRACTOR/OFFEROR		15C	DATE SIGNED	1000000	UNITED STATES OF AMERICA Noelle Mills	ELECTRONK SIGNATURI		
NION: 75	(Signature of person au	thorized to sign)				(Signature of Contracting Officer)	STANDARD	ORM 30 (REV.	10-83)
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CONTINUATION SHEET REFERENCE NO. OF DOCUMENT BEING CONTINUED

PAGE OF 2 3

NAME OF OFFEROR OR CONTRACTOR

M NO.	SUPPLIES/SERVICES	QUANTITY	TINULY	UNIT PRICE	AMOUNT
(A)	(B)	(C)	(D)	(E)	(F)
	Obligated Amount for this modification: \$7,152.38		+	!	
	Incremental Funded Amount changed from \$91,450.62				
	to \$98,603.00				, i
	* ,				· ·
	NEW ACCOUNTING CODE ADDED;	1	ļ		3
	Account code:			,	
	15-16-B-87FL-202BD4X22-2505-1687LE6003-001			9 81	2 2 2
	Beginning FiscalYear 15				
	Ending Fiscal Year 16	l	1		2
	Fund (Appropriation) B		1		y N
	Budget Organization 87FL				
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	Program (PRC) 202BD4X22	1	1		
	Budget (BOC) 2505				- i
	Job # (Site/Project)				
	Cost Organization	ł			,
	DCN-LineID 1687LE6003-001	}		,	
	Quantity: 0	1	1	-	Territoria de la companya della companya della companya de la companya della comp
	Amount: \$7,152.38				
	Percent: 7.25371		1		
-	Subject To Funding: N				
	Payment Address:				" и
	9	l		}	
	Delivery Location Code: CPOD				
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	US Environmental Protection Agency			(, ,
	26 West Martin Luther King Drive		1		# # # # # # # # # # # # # # # # # # #
	Mail Code: NWD		1		e s
	Cincinnati OH 45268 USA	ļ			
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	RTP Finance Center			l	
	US Environmental Protection Agency		1	· ·	
	RTP-Finance Center (AA216-01)	5.	1	ł	v
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	www2.epa.gov/financial/contracts	İ	1	<u> </u>	·
	Durham NC 27711		-		
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